



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820
Room 236
Meeting Date: Monday, November 23, 2020
Meeting Time: **7:00pm**

CALL TO ORDER: Doug DeDe called the meeting to order at 7:00 pm

ROLL CALL:

Members Present: Gary Bannon, Administrator; Doug DeDe, Chair; Richard (Dick) Ferraro; Steve Pruyne, Vice-Chair; Cora Quisumbing-King

Members Absent: Denny Anderson,* Joshua Manley (City Council Liaison); (*=excused)

APPROVAL OF MINUTES:

Cora Quisumbing-King made motion to accept the July 27, 2020 minutes as presented. Motion seconded by Steve Pruyne. Motion passed unanimously

CITIZENS FORUM:

None

REPORTS:

Staff Report: Gary Bannon:

- Missed last meeting due to Quarantine
- Transitioning seasonal changes with tenant activities only
- Recreation busiest with Pickleball, Fitness classes (no Sr Fitness) and basketball being trimmed back. Limiting amount of players allowed at any one time. Only Municipal gym open in Seacoast.
- Common spaces not open for outside meetings
- Mask requirement universal now
- Building operations: general maintenance work on generator and need to schedule time to shut down building for couple of days to allow water shut off for repairs

Tenants Collaborative: Steve Pruyne

- Meeting regularly monthly by zoom
- Teen Center open during day with five to six kids distance learning
- Daycare still functioning
- Rest mostly staff that are in their offices
- Numbers low in building overall
- Reach for the Top has been steady throughout the last 8 months
- Big Fish Learning active until now, break due to Holiday
- Northeast Ballet busy with lessons and classes. Steady all summer. No productions
- CASA advocates doing as much as they can. Courts mostly virtual impacting cases.
- DALC mostly remote learning



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Financial Report: Gary Bannon

- \$150,000 in black. On track for \$300,000 in black by end of year to cover debt services

OLD Business

Food Service Status: Gary Bannon

- Cardamom's gave three month notice in March
- Gary gave options to apply for grants
- Not coming back. Looking for a business buyout
- Lease of space cannot mandate that new tenants buyout Cardamom's business and assets
- Moved equipment out by end of notice in early November
- Potential new tenant Za Pie's lease is waiting to be signed. Still working out transition for equipment. Met with code enforcement last week. Code work needs to be done which cost will be on tenant. Hood and minor electricity repair cost absorbed by McConnell Center.
- Waiting to hear back from Za Pie if they are going to proceed with the significant cost of required code repairs
- If they can't we might have a second option of another restaurant/caterer combo interested

NEW BUSINESS:

Open Tenant Spaces Status: Gary Bannon

- DALC turned room 220 back and is still available. 690 sq ft
- Unity of Seacoast (room 317) closing shop as of November 21st. Also 690 sq ft
- David Choate from Colliers has both listings out there
- Open spaces are primarily due to the impact of the pandemic

Upcoming Schedules for the Building for Winter: Gary Bannon

- Has been warming center for years as well as City Hall and Library during open hours
- Building has not been open to general public but may have to open with social distancing
- Shelters operating with smaller space due to COVID restrictions. CAP paying to rent 30 beds at Garrison Hotel.
- McConnell Building certified as Emergency Center and may have to open 24/7 for a period of time with staffing under specific emergency declarations. Due to COVID churches not available for shelter.



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Budget: Gary Bannon

- In the works. Revenues due December 12th and expenses due the 18th. Submitting similar to last July's budget.
- Facia work is in last year's CIP budget. Library same project this year's CIP budget. We will be combining both projects when it goes out to bid.
- Former Daycare still owes \$28,000. Have lien against their current building

ADJOURN:

Cora Quisumbing-King motion to adjourn. Dick Ferraro seconded motion. Passed unanimously. Time adjourned was 7:36pm