



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust St, Dover, NH – Room 323
Meeting Date: Monday, January 24, 2021
Meeting Time: 7:00pm

CALL TO ORDER: Cora Quisumbing-King called the meeting to order at 7:00 pm

ROLL CALL:

MEMBERS PRESENT: Timothy Casey, Richard Ferraro, Hadley Hudson, Juan Mojica, Cora Quisumbing-King, Deborah Thibodeaux, Council Liaison, Gary Bannon, Administrator,

APPROVAL OF MINUTES:

Richard Ferraro motioned to accept the November 28, 2021 minutes as presented; Seconded by Juan Mojica. Motion passed unanimously.

CITIZENS FORUM: No one spoke.

ELECTION OF OFFICERS: Will be held at next meeting since some members are not present.

REPORTS:

Staff Report: Gary Bannon

- Will be discussing ne leases to be voted on.
- Prior Big Fish space has some plumbing that needs to be moved to open space.
- Annual Adjustment of rates is part of budget process. There will be an 11 cent Increase per sq ft on maintenance portion of rental rate
- Continue to have issues with visitors not following rules. They damage building and leave messes that require additional oversight. Tenants, staff, police and local agencies are monitoring and taking action as able. Looking into getting locks for some bathrooms to try to manage how they are being used.
- Generally, things are going well

Tenants Collaborative: Gary Bannon

- Met last month and received updates on activities. Most are back to pre-Covid levels.

Financial Reports: Gary Bannon

- Year to Date we are \$283,500 in the black which is better than last year. Will need \$368,000 in June for debt service payment.

OLD BUSINESS:

Budget Process Update: Gary Bannon

- Submitted budget to Finance Department. Waiting for final personnel numbers. Utilities are locked into 3-year contract; budget will go to City Council in March with vote to occur in May.



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust St, Dover, NH – Room 323
Meeting Date: Monday, January 24, 2021
Meeting Time: 7:00pm

Trim Work: Gary Bannon

- 1904 section of building will be repaired when Library roof is repaired. Should start This year.

Covid Impacts and Policies: Gary Bannon

- Do not anticipate any additional mandate at this time. City staff required to wear masks. We have had changes to programs because of staff out with Covid.

Strategic Plan Update: Gary Bannon

- Strategic Plan originally done 5 years ago. Planning Department wants Some new categories and focus areas. Will have it for next meeting.

NEW BUSINESS

Lease Renewals: Gary Bannon

- Renewing lease for Nh Indonesian Support with no changes. Richard Ferraro motioned to accept the renewal lease; Seconded by Juan Mojica. Motion passed unanimously.
- Renewing lease for Reach for the Top Therapy Services with addition of a converted closet space. Richard Ferraro motioned to accept the renewal lease; Seconded by Juan Mojica. Motion passed unanimously.

New Tenant Lease Approval: Gary Bannon

- Granite State Independent Living will be renting some of the previous Big Fish space. They contract with School Districts for various learning needs. 1462 sq ft of space for annual cost of \$21,798. Richard Ferraro motioned to accept the new lease; Seconded by Juan Mojica. Motion passed unanimously.
- 1 space still left to be filed for 760 sq ft.
-

ADJOURN:

Richard Ferraro motioned to adjourn; Seconded by Juan Mojica. Motion passed unanimously.



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust St, Dover, NH – Room 323
Meeting Date: Monday, January 24, 2021
Meeting Time: 7:00pm

DRAFT