



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, March 22, 2021
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; Juan Mojica, Jr; Cora Quisumbing-King

Members Absent: Denny Anderson; Steve Pruyne, Vice-Chair (*=excused)

APPROVAL OF MINUTES:

Cora Quisumbing-King made motion to accept the January 25, 2021 minutes as presented. Motion seconded by Juan Mojica, Jr. Motion passed unanimously

CITIZENS FORUM:

None

REPORTS:

Staff Report: Gary Bannon:

- Seasonal maintenance switch over. HVAC filter and belt changing with Siemens folks. Few minor repairs.
- Acquiring quote for cooling tower soft start
- Building activity slow increase. As Senior Center members are vaccinated, want more activities available. NE Dance increasing with more small classes. Big Fish has added more back in person classes. Teen Center same, more in person activities.
- Planning for Spring outside cleanup. Have not heard from Dover Main Street for Dover Pride Cleanup Day first weekend in May. Last year did our own.
- City Way Finding System – new signage all over the city. Parks are included. Veterans Park on St Thomas Street side will also have sign with map of the city showing you are here and 13 other service related memorials around the city. Start installing in a month.
- Credit to staff with staying on top of cleaning protocol and keeping building safe. Have kept building to minimum activity for less contamination of Covid19 virus.

Tenants Collaborative: Gary Bannon

- Meeting virtually monthly. Tenants staying in touch.

Financial Report: Gary Bannon

- End of February \$247,000 in black. By end of June, need \$300,000 in black for debt services. Gaining \$30,000 per month.



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, March 22, 2021
Meeting Time: **7:00pm**

OLD Business

Food Service Provider Status and Contract: Gary Bannon

- Kitchen space has been unoccupied since last spring
- Mezzanine Catering still interested in the space. Contract on council agenda Wednesday Night
- Getting code related items up to speed; adding ventilation and ductwork. Every floor level needs access to ductwork every 12 feet. Rubber roof around duct has been leaking. Cost around \$10,000 to repair and fix all of these items.
- HVAC company here Wednesday to tie in system
- Occupancy of space some point in April by Mezzanine

Gary Bannon: Also all water fountains now have hand free bottle fillers as not supposed to use water fountain due to Covid19 restrictions.

Open Tenant Spaces Status: Gary Bannon

- Two spaces available: 317 that used to be Unity space and 220 that was DALC space and given back this past summer.
- Some tenant potential interest from inside building.
- Rent was \$14.35. Will be \$14.80 as of July 1st
- One interested being in around summer and the other waiting for budget numbers

Potential Kitchen Space and Infrastructure Improvements: Gary Bannon

Discussed under old business Food Service Provider

Budget Status: Gary Bannon

- In City Managers hands
- Negotiating in general about Recreation budget
- McConnell building side biggest issue was the rent charge
- Projected budget instead of actual
- To council mid-April. Presentation 4th Wednesday in April. Not adopted until early June due to school budgeting. Pushed back a month.

New Business

Roofing Assessment: Gary Bannon

- Roofing company up to assess and suggested moving work ahead of the city contract Library roof redo due to leaks.
- Have McConnell Roof in CIP two years out. Will move up one year for assessment and budget the following year.



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, March 22, 2021
Meeting Time: **7:00pm**

- 1904-section trim work already approved and budgeted for same time as Library due to same type of work. Bid out for both buildings.

Rent Changes: Gary Bannon

Discussed under old business Open Tenant Spaces

ADJOURN:

Cora Quimsumbing-King motion to adjourn. Juan Mojica, Jr seconded motion. Passed unanimously. Time adjourned was 7:33pm