



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820
Cafeteria
Meeting Date: Monday, May 24, 2021
Meeting Time: **7:00pm**

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

ROLL CALL:

Members Present: Denny Anderson; Gary Bannon, Administrator; Doug DeDe, Chair; Richard (Dick) Ferraro; Juan Mojica, Jr; Steve Pruyne, Vice-Chair; Cora Quisumbing-King
Late Arrival: Marcia Gasses, City Council Liaison

Members Absent: (*=excused)

APPROVAL OF MINUTES:

Cora Quisumbing-King made motion to accept the March 22, 2021 minutes as presented.
Motion seconded by Juan Mojica, Jr. Motion passed unanimously

Cora Quisumbing-King thanked Doug DeDe for service of Dover.

Doug DeDe: have enjoyed serving City of Dover in different capacities and enjoyed all of the people whom I have had the opportunity to meet and work alongside in Dover. Will submit formal resignation to Gary as this will be my last meeting due to relocating.

CITIZENS FORUM:

None

REPORTS:

Staff Report: Gary Bannon:

- Thank you on behalf of myself, staff, committee and City for your dedication and being a vocal advocate and spokesperson for the McConnell Center.
- Transitioning from mask mandate to request mask wearing
- Option to open for community meetings again in the months ahead
- July meeting to be held back in Senior Center

Tenants Collaborative: Gary Bannon

- More staff coming back
- Meeting virtually monthly.
- Taking summer off from regular meetings



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Financial Report: Gary Bannon

- Tenants up to date on rent
- Year to date \$295,000 in black end of April
- Gearing up to be over \$320,000 to pay debt services in June. On track to break even or be a little in the black.

OLD Business

Food Service Provider Status: Gary Bannon

- Close to having Mezzanine Catering move in
- Finishing code updates/compliance issues of 3 kitchen hood ventilation shaft inspection installation
- Extra makeup air added to the kitchen space
- Finalizing inspection for health code
- Cleaning. Refrigeration and other appliances are back on
- Mezzanine moving equipment in already
- Have strong catering business
- Cost to do upgrades was around \$8,000. Covered by capital monies set aside.
- Fall have roofing company do a blanket overlay with rubber on roof

Marcia Gasses arrived at meeting

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.
- Room 321 occupied by Integrated Delivery Network for three years will be vacant end of June. Lease will be up at that time.
- All spaces posted with David Choate

Budget Status: Gary Bannon

- In City Council hands
- Presentation last month. Council supportive.
- Rent is going up this year after skipping the increase last year due to Covid
- Waiting on council vote by June 2nd

Update of Kitchen Space and Infrastructure Improvements: Gary Bannon

Discussed under old business Food Service Provider



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New Business

Veterans Park Work: Gary Bannon

- Latest round of bricks installed: 22
- New memorial city map on St. Thomas St side
- Doug DeDe suggested putting a crosswalk at the end of walkway by Locust Street
- Next round of brick installation by Veterans Day

Dover Pride Cleanup Day: Gary Bannon

- Mulch delivered for beds
- Great crowd and turnout. Best weeding done ever
- Gardens look wonderful and grass is green finally

Dick Ferraro asked Gary Bannon to explain \$28,000 debt owed by former Tenant Dover Children's Center. Gary explained how the debt came about from unpaid rent for a period of time. A lien was placed on their property for future payment.

Steve Pruyne: Thanked Doug Dede all the work you have put in with the start of the McConnell building as many of us were not around at that point. Appreciate every day coming here. Have an amazing facility for nonprofit, city and state. It is a national model. Will do our best to keep it going.

ADJOURN:

Cora Quisumbing-King motion to adjourn. Denny Anderson seconded motion. Passed unanimously. Time adjourned was 7:39pm