



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH – **Room 323**
Meeting Date: Monday, July 24, 2023
Meeting Time: **7:00pm**

DRAFT

CALL TO ORDER: Juan Mojica called the meeting to order at 7:00 pm

ROLL CALL:

Members Present: Denny Anderson; Tim Casey (Vice-Chair); Richard Ferraro; Hadley Hudson; Juan Mojica Jr.; Jenny Sheehan; Katie Smith (Alternate); Deborah Thibodeaux (City Council Liaison); Gary Bannon, Administrator

Members Absent: Kathleen Cintavey (Alternate);

APPROVAL OF MINUTES:

Dick Ferraro made motion to accept the May 22, 2023 minutes as presented. Motion seconded by Katie Smith. Motion passed unanimously

CITIZENS FORUM:

None

REPORTS:

Staff Report: Gary Bannon:

- Summer: has a slowdown with some programs.
- Sr Center and Recreation steady activity inside due to weather.
- Building management; dealing with humidity issues. Roof top units shut down at night and turn back on in morning. Marcel is on top of all 64 heat pump units making sure they are running properly. Wooden and other doors are swelling which causes security issues as doors sometimes do not relatch.

Tenants Collaborative: Jenny Sheehan

- Dover Adult Learning Center started opening certain days of the week
- School Department lots of equipment deliveries

Financial Report: Gary Bannon

- As of June 30th, end of FY23, building budget \$159,107 in black after covering obligations
- Monies stay in McConnell Center building fund-to help with capital CIP fund.
- Mentioned last month grant available, federal money thru state for community center investment. Grant round 1 was in August, turnaround too quick. Grant round 2 in September. Would like to change boilers out.
- New budget starting July 1st. Rental rate increases, expenses go up. More than covers expenses.



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- Jenny Sheehan asked about any open spaces. Gary said 302A is available, will talk about under old business
- Simple maintenance being done in the building including work on backflow system.

OLD Business

New Tenant Updates: Gary Bannon

- A nonprofit that works with teens mentoring them was interested in room 302A. Based out of Mass, wanted to make this the Southern Regional office, making Dover the first city to adopt the program and be the model. Came to conclusion Dover does not need us as they already have the teen center and other youth support programs.
- Another interested, Legal Foundation who works with families in crisis or has legal issues. Works in conjunction with Dover Adult Learning Center. Nothing formal in the works.

CIP Submittal Process Update: Gary Bannon

- Due next week
- Application in process for boiler system, roof and heat pumps. Going on 17 years old.
- Roof was patched winter/early spring
- Submittal process: City Manager, Planning Department and then to City Council
- Planning Board takes app, puts with other departments and looks to see what city can afford.
- If McConnell Center had to borrow would not be much as can pay majority out of capital monies.

New Business

Summer Activities: Gary Bannon

- In August there are plans to have carpets cleaned, Gym floor refinished and tile floors stripped and waxed.
- Outside work done in Fall
- Siemens in to service system for annual preventative maintenance items

Fall Projects: Gary Bannon

- United Day of Way Caring held end of September. Past project; gardens out front plant mums.
- Meeting with landscaper to take garden beds on St Thomas Street side and put back in lawn.
- Veterans Park brick installation of 30 to 40 bricks. 900 bricks already installed. Sr Center coordinator is working on the past record of where each brick is located so they will be easy to find.



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Next meeting September 25, 2023

ADJOURN:

_____ motion to adjourn. _____ seconded motion. Passed unanimously.
Time adjourned was 7:32pm