

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, November 27, 2023
Meeting Time: **7:00pm**

DRAFT

CALL TO ORDER: Tim Casey called the meeting to order at 7:00 pm

ROLL CALL:

Members Present: Tim Casey (Chair); Richard Ferraro; Hadley Hudson; Jenny Sheehan; Gary Bannon, Administrator

Members Absent: Denny Anderson; Kathleen Cintavey (Alternate); Juan Mojica Jr (Vice-Chair); Katie Smith (Alternate); Deborah Thibodeaux (City Council Liaison)

APPROVAL OF MINUTES:

Jenny Sheehan made motion to accept the September 25, 2023 minutes as presented. Motion seconded by Dick Ferraro. Motion passed unanimously

CITIZENS FORUM:

None

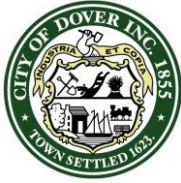
REPORTS:

Staff Report: Gary Bannon:

- Various Fall activities happening in the building
- Winter on the way with Basketball Season
- Sr Center Programs in full swing
- Keeping eye on availability of parking
- Project out front of building. Rye Beach Landscaping worked on front garden trimming bushes and sprucing up. Couldn't do all 3 gardens at once due to budget constraints. Mulched around trees.
- Order of Bricks came in and were installed before Veterans Day
- Veterans Day Ceremony well attended at the park
- Waiting on who new City Council Liaison will be. Appointed after Jan meeting.
- Warming shelter in Somersworth opening in another week which will help with the needs of people looking for a place to stay.
- Tim Casey; have you been approached about a polling place being here at McConnell for Ward 2? Yes. Building too complicated for direct ground level access to polling place with parking limited on St Thomas Street side where voters would be coming in. Only three spaces available as Court House uses the rest.

Tenants Collaborative: Jenny Sheehan

- Things and building good.
- Like when people come by and can help with what they are looking for
- Any open spaces? Gary; yes, 302A
- Tenant meeting next week December 7th.



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, November 27, 2023
Meeting Time: **7:00pm**

Financial Report: Gary Bannon

- End of October \$146,000 in the black. \$147,000 in the black last year at this time.
- Expenses tracking higher. Colder weather starting.

OLD Business

CIP Update: Gary Bannon

- This Wednesday City Council and Planning Board holding joint meeting to discuss capital improvement projects budget.
- Two items for McConnell on the list.
 - 1) Boiler Replacement which is around a \$600,000 project. Should have at least half of cost and rest may be bonded. Do not see in 6 year plan but was initially. Want to push project up. Going to meeting to listen. Decision made within one month of 1st term of council.
 - 2) Rubber Roof. Leaking last winter and made temporary fix. Rough estimate \$250,000 but need to get update estimates. Trying to do without bonding. Will go out to bid.

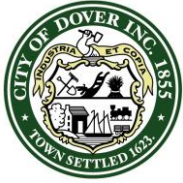
Maintenance Project Updates: Gary Bannon

- Scheduled carpet cleaning. Floors being cleaned and repaired. Replace some equipment in fitness center. Painting. Getting pricing on exterior lighting
- Outside signage, southside faded, due for makeover. Need to request quotes
- HVAC. Boiler room circular pump replaced last year. Three expansion joints replaced before system startup. Replaced about a dozen baseboard actuator valves. Open/closing flow is better, getting where it is supposed to.

New Business

Budget Process: Gary Bannon

- Submitting to finance department now. Input closeout coming soon. Waiting for all the budget cost numbers so to figure rental rates. Cut off end of December with budget going to City Manager and Finance. In January meet with City Manager and Finance. Late January/February changes are made. Budget to City Council late February. In March have presentation and workshops. Approval of budget first week of April.
- McConnell building is sustainable.
- McConnell front built in 1904, this section 1928 and St Thomas Street side 1981. Renovated 2006



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, November 27, 2023
Meeting Time: **7:00pm**

Winter Events: Gary Bannon

- Primary date coming January 23. More candidates will be back in NH. Don't expect bigger candidate events but maybe smaller ones. Prioritize to not have during the day during week. Fridays and nights easier.
- Kitchen open and working for catering 6 days a week by Mezzanine. Cafeteria is more a gathering place and warming space. No food vending machines in place at this time. Soda machine available in door 6 lobby.

ADJOURN:

Dick Ferraro motion to adjourn. Hadley Hudson seconded motion. Passed unanimously. Time adjourned was 7:39pm