

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, March 25, 2024
Meeting Time: 7:00pm

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; Katie Smith; Anthony Retrosi (City Council Liaison); Gary Bannon, Administrator

Guest Present: City Manager Mike Joyal; Ricky Conway (Assistant Rec Director)

Members Absent: Kathleen Cintavey (Alternate); Juan Mojica Jr (Vice-Chair)

APPROVAL OF MINUTES:

Dick Ferraro made motion to accept the March 25, 2024 minutes as presented. Motion seconded by Hadley Hudson. Motion passed unanimously

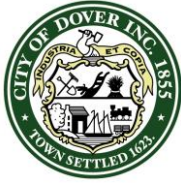
CITIZENS FORUM:

None

REPORTS:

Staff Report: Gary Bannon:

- Leases to Renew
- Gary to retire in about 5 weeks after 34 years
- Recreation moved from Butterfield Gym to McConnell Center
- McConnell Center has become an emergency shelter for the city
- Center is a unique facility funding itself financially
- Gary thanked the committee for being apart
- Introduced Assistant Director Ricky Conway
- Introduced City Manager Mike Joyal
 - Have the responsibility of hiring next Recreation Director
 - Acknowledged tremendous service Gary provided for the city
 - This building is one of Gary's adventures being Recreation primary occupant
 - This board helps to choose who to lease to
 - Next Director has big shoes to fill. They will bring on own talent and skills with all responsibilities. Coordinate all tenants.
 - Been meeting with Rec Advisory Board, Arena Commission, reaching out to youth sports leagues and tonight with McConnell Board for input.
 - Started recruiting process. Apps closed Friday. Have number of qualified candidates set up for interviews next couple weeks.
 - Curious of your input into characteristics, qualities, skills, experience, general concerns and what expect to see for the next Rec Director
 - Was asked why the Rec Director is chair of this committee. Because primary tenant of the building and readily accessible. Jenny Sheehan from CASA mentioned Gary goes around and is involved with all. Very assessable.



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- Next candidate should have building management skills along with being Rec Director
- Plan next couple weeks series of interviews. One with a panel of six people. Then one with staff members.
- Once candidate selected will be back around to introduce at that next scheduled meeting.

Back to Gary's Staff Report:

- Transition to Spring with seasonal activities with tenants.
- Parking lot full between activities here and the library
- Outside work scheduling. Pride Cleanup Day coming up.
- Vet Park cleanup and brick installation end of April
- Working on some infrastructure of the building. One rooftop unit waiting for electronic parts.
- Comfort level of the building good
- Minor plumbing experience with a trap that dried out gave smell. Checked by putting water into and the pipe broke leaking down into the senior center.
- Capital project in cue for front section of the building trim work. Been handed off to Community Services Project Manager. Needs paint and replacement. Other big-ticket items are the boilers and roof. Monies starting to be available in CIP & Capital reserve

Tenants Collaborative: Jenny Sheehan

- Good energy
- Lots of people get lost in building and ask for directions. Love to give assistance.
- JPPO happy and CASA good

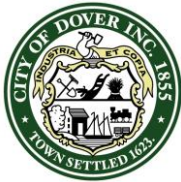
Financial Report: Gary Bannon

- End of February \$223,000 in the black. Little behind last year at this point. \$257,000 in the black last year. Due to increased expenses. Revenues the same. Personnel cost up
- \$180,000 debt service to pay in June. Net 30/40 thousand per month to pay down debt service.
- HVAC cost increased due to repairs. Preventive maintenance is done annually.

OLD Business

Budget Update: Gary Bannon

- Presentation last week
- City Council workshop this Wednesday
- Adoption 3rd of April
- Tenant lease notices out this week
- Budget info available



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New Business

Existing Tenant Contract Review for Renewals: Gary Bannon

Four tenant contracts to renew

- Mezzanine Catering has continuation clause and does not have to go back to council. Just update and approve. Three-year extension with clause of cut off if needed. Catering only. Rent is \$15.51 per square foot as last year.
 - Motion to approve by Tim Casey. Seconded by Dick Ferraro. Passed unanimously.
- North Eastern Ballet five-year lease. Eventually would like to own its own building. Right now, rent space here and Wolfeboro. Rent is \$15.51 per square foot. Brought first artistic culture to the building.
 - Motion to approve by Dick Ferraro. Seconded by Hadley Hudson. Passed unanimously.
- Granite State Independent Living two-year lease. Has good repour with schools. Specialize targeted educational program. Have bus here for field trips. Every quarter or half year have new students. Has been here for two years.
 - Motion to approve by Tim Casey. Seconded by Dick Ferraro. Passed unanimously.
- Kids Culture Daycare Center five-year lease. Have been here for five years. Based out of Somersworth with branches here and Barrington. Just bought former Dover Childrens Center on Back River Road. Expanded program. Space here uniquely designed for daycare. They have 40 to 60 kids per day. Max can have 67. Licensed with Sate and maintains certifications.
 - Motion to approve by Tim Casey. Seconded by Dick Ferraro. Passed unanimously.

Next lease due in August.

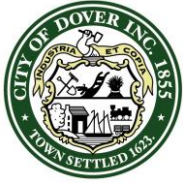
Spring Events: Gary Bannon

- Mentioned earlier spring cleanup and Veterans Park
- No other major event tenant wise nor outside groups coming in
- Drawback of events is available parking space
- Ricky Conway mentioned Rec Spring Leagues starting this Saturday with assessments

Tim Casey mentioned the group Don't Trash Dover is holding citywide cleanup April 27th. Meeting at ward polling places. Unofficial competition between wards.

Gary Bannon: Thank You for all you have done. This is my last meeting of the McConnell Center.

Next meeting tentatively May 20, 2024



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ADJOURN:

Katie Smith motion to adjourn. Dick Ferraro seconded motion. Passed unanimously. Time adjourned was 8:01pm