



CITY OF DOVER

## McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820  
Meeting Date: Monday, August 27, 2007  
Meeting Time: **7:00pm**

**I. Call to Order:** Meeting called to order at 7:00 p.m. by chair, Otis Perry

### **II. Roll Call:**

**Present:** Otis Perry, Gary Gilmore, Gary Green, M. “Charlie” Brown, Stephen Blakney, Pattie Rawling-Anderson, Jim Verschueren, Bob Carrier, Gary Bannon (Ex Officio)

**Absent:** Doug DeDe, Don Andolina, Tenant Rep #3 (Vacant)

**Draft Bylaws** (Gary Gilmore): Discussion, consensus to add a section on appointment of new members to replace members who leave mid term. Gary to insert and bring back revised bylaws in September for vote on recommendation to City Council.

**McConnell Tenants Collaborative** (Jim Verschueren): The two major activities are the tile project (reported later) and some work on strategic planning. The group is struggling with sustaining funding for the full-time coordinator.

### **Administrative Report** (Gary Bannon):

- Distributed schedule of lease obligations, discussion of lease components and the rationale that informed lease negotiations – bond, utilities and capital improvements components
- 20-year pro-forma should be ready from Chris Parker next month – not recently updated
- Parking lot repaving scheduled for September. There will be disruption of use, design distributed showing a gain of 15 spaces. General discussion of parking.
- Dumpster – no current plan to bring one closer to building. Group consensus to reconsider, including foregoing parking spaces to have dumpster in lot. There will be more frequent unloading of current dumpsters once Green Bean opens
- Green Bean – opening new space in Stratham next week; Dover likely the week after

### **Financials** (Gary Bannon)

Group review budget reports, Gary noted the reports are cash basis and that the city pays its lease payments in one annual lump sum as some point during the year.

### **Facility Projects** (Gary Bannon)

- Day of Caring Sept. 12 – There will be about 12 volunteers repainting public spaces with semi-gloss over the current, easily dirtied flat paint
- Roof – City Manager is managing, still targeting completion before winter
- Drainage in JPPO area – French drain has likely collapsed, will be addressed right after parking lot, work to be coordinated with children’s center drop-off spaces and playground construction
- Gym and dance studio floors recoated this week



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### **Warranty Schedule (Gary Bannon)**

Copies of warranties passed around for review – most end in December 2007. There will be a review prior to then.

### **Prospective Tenants (Gary Bannon)**

- Veritas Academy is not coming – timing was too tight
- Ballet/Dance Company from Wolfeboro is looking seriously
- Autism Respite Research Outreach office came today – high interest
- Theatre group reported last month still working on their business plan
- Easter Seals has certificate of need, but building may not meet some state requirements – under review
- Room 309 is being built out for an Easter Seals office

### **Budget Committee (Otis Perry)**

Called for 2-3 person group to assist Gary Bannon with developing the McConnell Community Center budget proposal for the City Manager for next year. Three agreed:

- Gary Green
- Don Andolina (tentatively to be appointed chair)
- Bob Carrier

Meeting adjourned at 8:35 p.m.