

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, March 24, 2008  
Meeting Time: **7:00pm**

Present: Linda Merullo, **X** Gary Bannon (ex officio), **X** Steve Blakney (V-Chr), **X** Marvin Brown, **X** Bob Carrier, **X** Doug DeDe (secretary), **X** Gary Gilmore, **X** Gary Green, **X** Otis Perry (Chair) **X**

Time Started: 7:00 pm

### AGENDA

Minutes from 2/25/08 were amended to include members who were in attendance and to correct spelling of two members, to be corrected on the 'document' blank for future accuracy.

Jim Verschuren talked about the tenant's collaborative continuation which had been in question. It will continue the 501C non profit group to facilitate future possible grants. The last two times they met, there was no quorum, however those who did attend did come up with a 'yard-sale' idea so even though it may not be acting in an official manner, there is interest in continuing to work on building interest. Gilmore asked about the possibility of doing another tile promotion. Discussion followed; Jim Verschuren responded that the tiles were already owned so there will be no investment and that the art department of the Dover High School would be able to coordinate the displays of completed tiles, eliminating the expense of hiring an artist. Bob Carrier said he would renew his effort to have the Dover teams join in the effort. Gary Gilmore then asked if there was a specific dollar goal for the effort. Jim responded that the goal was to have the project complete by Christmas but no specific dollar goal was established.

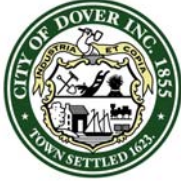
Bob Carrier introduced the subject of the McConnell Center Gym's renaming to the Butterfield Gym. He has been talking to Gary Bannon and with Ernie Clark to bring about a sign erection and an official naming ceremony.

### FINANCIAL REPORT

Gary Bannon reported that the new sq. ft. rental rate will increase to \$12.54 due to the increase in utility rates. The biggest culprit was electric rates, which were underestimated. There are measures being undertaken to get better control of this portion of expense. Separating the controls for the McConnell Center from the main computer controlled City complex unit will permit greater efficiency in the McConnell Center. Presently there is an initiative to replace light switches with motion sensor switches wherever possible; to provide on-site fan shutoffs; to zone the heating where possible. There was a reaffirmation that the annual increase in utility rates as a component of the per sq. ft. rental rate would be effective each year on July 1<sup>st</sup> to coordinate with the annual City budget. The McConnell Center will all come under Rec. on the Financial Report beginning on 7/1/08.

### FACILITIES REPORT

The subject of building security was discussed. There have been a few instances of inappropriate behavior on the part of unauthorized visitors, some theft and some vandalism. A full-blown



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security system, featuring central monitoring with recording capabilities would cost \$45,000. There are 'starter' measures that could be taken to cover entrances; however the only money presently available is a grant of \$5,000 which would not provide even the basic need. Otis Perry suggested checking with Comcast inasmuch as another building with which he is familiar has utilized a cable company to provide transmissions on the cable. Gary Gilmore asked what we were trying to accomplish, and Marvin Brown asked whether the City would be responsible for cameras within rented areas. Answers: higher security to Gilmore, and to Brown, no, that internal cameras would be tenant responsibilities. DeDe asked about timing of doors being locked and that perhaps tenants group should have a policy on after-hours admittance being controlled/monitored by organizations who sponsor such late events by having a person on the door to allow in participants only. Installation of door bells would help this. Subsequently, on a motion by Gary Green, 2<sup>nd</sup> by Bob Carrier a unanimous vote determined that the security alternatives should continue by Gary Bannon.

There was brief comment on the addition of internal signage to indicate locations at each doorway.

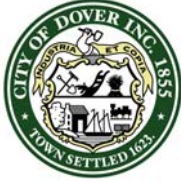
### TENANT ISSUES

There was discussion on the appropriateness of tenants subletting to other organizations since one tenant advertised part of their space as available to let. There are questions of responsibility; all leases specify that only the LANDLORD can approve any sublets. Some discussion followed as to who/whom would have the authority to approve such a request. Otis Perry thought it might be the City Manager or the City Council, while DeDe believes it is the McConnell Center Oversight Committee. The question of authority, insurance liability and financial responsibility concerns will be referred to Allan Krans, City Attorney. An additional concern was introduced by Jim Verschuren, whose DALC arranges driver education for clients. A commercial for-profit concern provides the service and there was a question as to whether the private concern would be able to set up a 'sign-up' session in a separate room within the building. The issue was colored with the fact that the Green Bean, a for-profit concern operates the cafeteria. This entire issue is due to the fact that the bonding secured to finance the building was tax-deductible on the strength of the fact that the building is non-profit. These issues will also be referred to the City Attorney.

The Lease format was to be reviewed. Don Andolina did provide a proposal which will be resurfaced and will be reviewed by Gary Green and Doug DeDe.

The drainage problem is still being addressed. When it is fixed the carpets in the affected areas will have to be replaced. There will be a meeting in the last week of March to determine the date of the roof repair, since the SAU is presently doing the rough-in fitout and plans to be in the building at the end of May. Merullo asked about the cost, which is probably to be \$110,000, something less than the \$250,000 originally anticipated.

Rooms 302, 303, 305 and 306 will all be involved in the new communications center that will be partially funded with the School Dept budget as well as the Communications Revenue fund on



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the city side. (some peripheral discussion concerning what would be broadcast and non related issues was brought to a halt by the chair as non-related).

### NEW BUSINESS

The issue of landscaping surfaced inasmuch as the snow seems to be finally melting. There are some alternatives including the possible support of State Groups, County Groups or the University of New Hampshire. There IS an old plan that is available in the Dover Library that few have seen, though Gilmore has. Nothing definitive was determined however Gary Gilmore and Bob Carrier agreed to begin to explore the possibilities.

Gary Bannon has asked if the Oversight Committee would be ok with having the Green Bean set up tables outside in the 'window well' outside Bannon's office. It could present an attractive café setting to spur extra business for the Green Bean. There was general agreement within the Oversight Committee. Gary Bannon will be looking into it.

Lastly, the new dumpster has been working out VERY well and the McConnell Center has now purchased recycle bins so that recycling has now become a reality. The reaction among the Committee was very positive.

There is still a question as to the display of 'for-sale' art in the building. A policy needs to be established to deal with liability and security issues drafted and reviewed by the City Attorney. No committee was established to spearhead this issue.

Jim Verschuren discussed the value that the City employee within the building has been critical in the upkeep of the building and that he has also solved several operational problems within the building. This discussion led to information that seems to indict Siemens for a very faulty system that requires Gerry rigging to make it work. The responses from Siemens who designed the heating/cooling system within the McConnell Center have been sorely lacking. Gary Bannon referred the problem to Dave Trudell, but no response has been forthcoming from either Dave Trudell or Siemens. Doug DeDe will bring this to the attention of the City Manager.

There being no further business, a motion to adjourn was made by Steve Blakney, 2<sup>nd</sup> by Bob Carrier, passed unanimously at 8:40 pm