



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, April 28, 2008  
Meeting Time: **7:00pm**

### DRAFT

Present: Linda Merullo, **X** Gary Bannon (ex officio), **X** Steve Blakney (V-Chr)\_\_, Marvin Brown,) **X** Bob Carrier, **X** (arrived late)\_ Doug DeDe (secretary) **X** Gary Gilmore, X Gary Green, **X** Otis Perry (Chair) \_\_  
Anne Grassie X Patty Rawding-Anderson,  
Also in attendance to address some issues concerning SAU signage: Laurie Verville.  
Time Started \_7:00 pm

## AGENDA

### *Minutes*

On a motion by Linda Merullo, 2<sup>nd</sup> by Gary Green the minutes of the 3/24/08 meeting were accepted as presented unanimously.

### *Public Forum*

Doris Grady spoke about concerns she had as a School Board member with the involvement of the SAU in the new television broadcast center to be located on the 3<sup>rd</sup> floor of the McConnell Center. Her questions were on what kind of agreement was in place. None of the Committee members were in a position to answer these questions which are more properly put to the School Superintendent and the City Manager.

Catherine Cheney expressed anxieties as to whether there would now not be any studio at the high school. Again this is an issue that is not germane for the members of the McConnell Oversight Committee.

## REPORTS

Gary Bannon: There is a need for the Committee to review the leases format and get back to Gary so he can get back to the City Manager to advise of any updates to the lease formats that are deemed appropriate. Doug DeDe will get together with Gary Green and Gary Bannon in the next ten days to go over this and have a proposal in time for the next meeting, date to be decided upon later (due to Memorial Day on normally scheduled day).

Gary reported that with the addition of the Community Action Program, which is completing their fit out now (though we still need a signed lease) and the additional space taken by Easter Seals the building is now 98% rented. Patty Rawding-Anderson reported that DALC will be holding a yard sale on May 17<sup>th</sup>; it will be both inside and outside. Anne Grassie said that the Children's Center was interested in the shady area on the South West corner of the building between the walkway and the building for a 'tots' play area. On a motion by Linda Merullo, 2<sup>nd</sup>



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by Gary Green it was unanimously decided to request that Gary Bannon work with the Children's Center to come up with a recommendation for the McConnell Center Oversight Committee to consider at the next meeting.

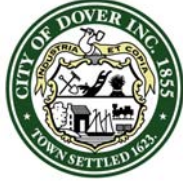
Gary Bannon reported that there was a new schedule of fees that will be used in the next budget year to increase revenues for usage of the McConnell Center facilities for private interests, non-tenant charitable groups and political groups. If there are requests for Waivers of Charges, these would come back to the McConnell Center Oversight Committee for approval.

Now that the Council has approved the changing of the name of the Gym to the BUTTERFIELD GYM, there has been a suggestion that there be more substantial signage on the exterior of the building to give credit to the Butterfield name. It was decided that the issue as to any proposed signage would go before the Tenants Committee which has been charged with the responsibility of assuring consistency in signing for the entire building. We will await the recommendation of the Tenant Committee as to should we erect an exterior sign and if so, how large should it be. (There was a suggestion that J. Amara and the High school Art department could be helpful). Although the Plaque for the entrance to the Gym has been ordered, there is no date selected as of yet for a 'naming' ceremony.

Gary Gilmore then spoke about the Olmstead (a prominent name in landscaping) plan (presented in 1904) that shows a plan for vegetation in and around the library. There have lately been classes and groups that have offered to plant trees around the McConnell Center as memoriam, however the question arose as to whose decision it would be to accept such donations. A key question is maintenance, since anything requiring maintenance would not be appropriate. The two areas of immediate concern are 1) the areas adjacent to the buildings and 2) the areas that are presently open lawn. Doug DeDe will ask Mike Joyal if it is his preference, to have the McConnell Center Oversight Committee make the decision. The overall impression is that a landscaping plan would definitely soften and enhance the building's appearance.

### ***Financial Report***

Gary Bannon went over the revenues and expenses on the current report. Currently the McConnell Center is projected to be approximately \$126,000 in the red at the end of the fiscal year. Although this is not a rosy outlook for the current year, the percentage of utilization being close to 100% now bodes a brighter next year. Gary also commented that at approximately ten years, the debt retirements portion would be dropping more quickly adding to the positive cash flow from the McConnell Center.



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### **Laurie Verville**

Ms. Verville needs to ask a few questions concerning signs. Of critical importance is a need to have a glass enclosed corkboard sign case in which to post public meetings. The location that Ms. Verville has requested is the 'street' entry door 1 elevator vestibule. The location would be below the existing tile-art mural that is mounted about seven feet above the floor. In addition Ms. Verville would like to be able to put free standing poster size signs at the entry to their complex on the fourth floor to announce any abbreviated or extended hours of operation. The Tenants Committee is to meet with Ms. Verville and make a recommendation to the McConnell Center Oversight Committee.

### **FACILITIES REPORT**

The Roof on the gabled portion of the building has now been sheathed, and shingled. Yet to be completed is the Ice-edge protection bars, which will be occurring soon. In addition the workers will inspect the sealing of the windows on the North side of the building where there was leaking last April. The work also included re-flashing around the chimneys and re-pointing the mortar. There were words of praise offered by Patty Rawding-Anderson as to the efficiency and aplomb of the construction staff as well as the selection of the roof shingles for compatibility with the library by others in attendance. There was a question as to why the flat roof was not done at the same time and the answer is that the engineer consultant that reviewed that section which was relatively recent determined that we did not need to redo that roof at this time.

### **Gov't and Cable Access Center.**

There were some questions as to the costs of the SAU's occupancy. Gary Bannon confirmed that the debt service would be about \$262,000 and in addition the Operating and Maintenance figure would also be paid, a figure of \$5.12 per square foot as of July 1, 2008. Room 306 is to be the main Studio for the new cable television studio. There were several questions that attempted to surface concerning whose decision it is to put the studio there and would or would not there be a studio in the high-school. The chair ended that conversation explaining that this is not the purview of the McConnell Center Oversight Committee. It was suggested to seek clarification from the Superintendent and/or the City Manager.

### **NEW BUSINESS**

There was substantial discussion on the challenges of parking availability. Easter Seals opined that there will be a greater need for Handicapped Spaces with the advent of the Adult Day Care. There were concerns that not all of the daily staff workers were parking in the spaces at the back of the lot (backing up to Nelson Street residences). There was also commentary on the need to provide parking permit stickers so that parking officers would be aware when 'poachers' were in the lot. There are also concerns about the number of City owned vehicles that are occupying the spaces along the Atkinson Street residences. There should be a way to weed out many of those to make space. The Green Bean was mentioned as having a following of people that come to the



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McConnell Center just for their soup. In short there are many parking issues that need to be addressed, including what, if any impact, the addition of a parking garage will have on the McConnell Center. Linda Merullo will give report at the next meeting as to what progress is being made by the Parking Garage feasibility committee.

On a motion to adjourn by Gary Green, 2<sup>nd</sup> by Linda Merullo and approve unanimously, the meeting was adjourned at approximately 8:37pm.

Respectfully Submitted; Doug DeDe, Secretary & acting Chair (for this meeting only)