



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, June 2, 2008
Meeting Time: **7:00pm**

Bolded Names Absent

Linda Merullo, Patti [Rawding]Anderson, X_ Gary Bannon (ex officio), X _
Steve Blakney (Vice-Chair) X, Marvin Brown,) X **Bob Carrier**
Doug DeDe (secretary) X Gary Gilmore, X **Ann Grassie**, Gary Greene, X _
Otis Perry (Chair) X _**Jim Verschueren**

Meeting Date 05/26/2008

Time Started 7:00 pm

Minutes of the prior meeting were moved for acceptance by Gilmore, with Brown 2nding and all in favor (unanimous of members present)

At the opening of the meeting there was discussion on parking. The Committee is of the opinion that the City Cars should all be moved to either Mast Road or the Arena. DeDe said he would speak to the City Manager about it.

Chair Perry opened Public Forum. There were no members of the public in attendance, so Public Forum was closed.

501-C3 Report: Patti Rawding Anderson: Insurance now in place. The second 'TILES' program is underway. Francine Contos, a Dover Arts Teacher will handle the presentation on the walls, saving substantial costs of the program since all the tiles were already owned. The time limit of art to be displayed on McConnell Center walls has not yet been determined.

The proposed signing to be used by the SAU has been approved as to content and location in the elevator entry. The SAU has no restrictions on their signing within the Fourth Floor.

The Butterfield Gym signing was discussed and it is the opinion of the Committee that the signing be limited to the Gymnasium entry, and no external signs on the lawn. While no formal proposal was submitted, there was a suggestion offered as to a large sign identifying the Butterfield Gym on a large lawn sign, which was not agreed upon by the Tenant's Association because it is inconsistent with the rest of the signage for the Center.

A resolution to limit the extent of Art on Display (for sale) to three months was offered by Steve Blakney, 2nd by Gary G. & Patti Rawding Anderson; a friendly amendment by Gilmore was accepted to have no appeals process. The resolution passed unanimously by all present.

'Locator' maps are being prepared however at the time of this meeting were not yet completed. Perhaps by the next meeting, they will be ready.

DeDe agreed to do an article on the purpose of the Oversight Committee for release to the press.



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Budget Issues: There was no discussion on the McConnell Center Budget at this time, though there were comments as to the need for greater control of the building's utilities for the sake of economy.

Tenant Lease Committee: There was some comment about leases not all being exactly alike. While this is true, it is also true that some tenants have special needs that are addressed in the individual leases. Perry mentioned that the version approved by the City Council was THE lease of record. G. Bannon mentioned that Atty. Krans is reviewing the lease format with the possibility that there could be some revisions for future and re-negotiated leases in the future. A one-page addendum is being considered to handle fuel costs for each year, which will be effective with each new budget year (July 1). Gilmore opined that the utilities for each year going forward are adjusted to the prior year actual costs. This was confirmed.

As of this date the new lease for C.A.P. has not yet been signed which is inconsistent since the 'fitout' had begun some time ago. This needs to be questioned to Chris Parker and/or Mike Joyal.

Again the subject of additional handicap parking surfaced in accordance with upcoming needs for the Easter Seals 'Adult Day Care' clients. Arleen Kenshaw will communicate the additional needs to Gary Bannon.

The Red Cross would now like to lease space in the McConnell Center, but there is no space available at this time. If the Outreach offices become available, the Red Cross will take that space, reducing the space used by the City of Dover.

Building and Facilities: The roof is now completed. The gutters had some areas where the rain overflowed due to poor connections. Those have been repaired and the roof and gutters are now intact. Recent rainfall, however, again permeated the Human Services area. Groundwater coming up is the problem and a sump pump will be necessary to secure the integrity of this particular area at the Southeast corner of the building.

The SAU will move into the Fourth Floor in Late June.

Community Action Program will be coordinating issues related to food distribution and heat cost issues when they open in June.

The issue of Cable TV access for the Schools as discussed at the prior meeting have been resolved and discussed with Doris Grady who had many questions at the prior meeting. The first studio that will be built will be on the Third Floor. This will be handled with money that comes from the Cable Company funding and the franchise fee paid by users. The first estimate was over \$230,000, while the coffers presently are at a little over \$100,000.

The lawn has recently had loam and seed added and hopefully will begin to fill in.

There is still the possibility of the McCenter Committee adopting the 'Olmstead Plan' and allowing commemorative plantings as long as they don't involve maintenance, which the Center is ill prepared to pay at this time.



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Financial: The income for the month was \$31,000 versus expenses of \$25,000. As mentioned, there is a need for a comprehensive energy management plan including a separation from the City's Building Energy management. ADI, a consultant, will be retained by the City to evaluate present systems and recommend improvements. Dave Trudell is at present our only human resources asset and he cannot adequately fill the shoes of our former Building and Facilities Manager.

A new component has been added to the AC cooling tower to reduce the water calcification in the tower, which will save, energy costs and increase efficiency. Wet Tech, Inc will provide this.

Motion to Adjourn at 8:40 pm. By Marvin Brown, 2nd by (everybody) and passed unanimous with next meeting date undetermined.