



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Cafeteria
Meeting Date: Monday, June 23, 2008
Meeting Time: **7:00pm**

DRAFT

Present:

Linda Merullo, Patti [Rawding-Anderson (Tenant Rep), Gary Bannon (ex officio), Jim Verschuren (Tenants 501c3 President) Marvin Brown, Bob Carrier (arrived at 8:00 pm) Doug DeDe (secretary) Gary Gilmore, Ann Grassie (Tenant Rep), Otis Perry (Chair)

Absent:

Steve Blakney (Vice-Chair) Gary Greene,

Also Present: Ernie Clark (to speak to the Butterfield Gym signing at the McConnell Center)

- 1. REVIEW OF AGENDA**
- 2. APPROVAL OF MINUTES FOR JUNE 2, 2008**

Minutes of the prior meeting were moved for acceptance by Verschuren, with Rawding-Anderson 2nding and all in favor (unanimous of members present)

- 3. CITIZENS FORUM**

- 4. REPORTS**

- A. COMMITTEE REPORTS**

The first report was on the Tenant's Committee Officers having been elected: The officers are as follows:

Jim Verschuren, President; Patti Rawding-Anderson, Vice president;

There is a Web page being designed by David Hilton.

Usage of public rooms will be facilitated by a schedule prepared by Gary Bannon's office.

The Children's Center playground was completed with the help of Dover Rotarians and Sanborn, Inc.

The Tile project is underway. Catherine Corker is being hired to handle the project. It will cost \$1,500. There is no expense for tiles or an Artist this time, so the costs will be minimal and a favorable positive cash result is anticipated. (There was one negative comment on a tile that showed a hanging; the subject was cleared up when it was mentioned that this actually commemorated 'Hangman's Hill' the location of the only hanging in Dover's history [the location is the steep hill adjacent to the Cumberland Farms office building opposite City Hall])



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STAFF REPORT

1. ADMINISTRATOR

Gary Bannon reported that all Leases are being updated to reflect the increased Utilities Costs, which will be paid by all tenants. These new leases are all effective on July 1st of each year irrespective of when the original leases were signed. Gary mentioned that Ageless Dreamer is looking for more space. The Red Cross is also seeking to rent about 2,000 sq ft of space and we are attempting to find the space for them.

Gary reported that Busy Bee Janitorial Services, Inc would continue to be the company used to provide cleaning services for the McConnell Center inasmuch as the Unico bid was excessively high.

Gary responded that the current 'fix' for the Juvenile Probation office leak has successfully weathered the last rainstorm, so it appears that the problem is solved but will be watched during any subsequent rainfalls. Gary also reported with corroboration from Jim Verschuren that there was an A/C problem in DALC that was an installation problem that has now been addressed. Gary further allowed as how some calcification problems are being handled by Wet Tech, Inc. Gary also discussed how the first grass growth attempt by staff was unsuccessful and a subsequent 'try' would soon be underway, with hopefully better results. The soil is being tested and he is optimistic.

Again, the Olmstead Plan for landscaping was discussed briefly. The Class of '56 wishes to donate a tree. There is a list included in the Olmstead Plan that contains the proposed species for planting in the lawn area. Future requests to make donations will attempt to follow those on the Olmstead list.

Parking was again discussed. The continued use of the lot by City Employees who pick up their City cars and leave personal cars was a subject raised by DeDe with the plea to get them to either the Arena or Mast Road as soon as possible. Patti Rawding-Anderson mentioned that the diagonal angle-parking lines need to be painted alongside the playground on St. Thomas Street since some people are simply parking along the curb, taking up needed drop-off spaces.

Gary Bannon has said he will collect a list of employees and plate numbers who may park in the McConnell Center lot. Doug DeDe mentioned we still need stickers (with serial numbers) so a 'current 'authorized list can be maintained to assist the parking officer's enforcement efforts.



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Patti Rawding-Anderson also mentioned that when their new Adult Day Care opens, there would be a need for an additional 2 Handicapped Parking spaces.

B. FINANCIAL REPORT

Gary Bannon discussed the McConnell Center Financial Report. The income has been Consistent and with next year's final report we should be on target with expenses to rent at equal amounts. There is a need to monitor our energy usage and the City will be hiring a consultant that will evaluate steps that the City can take in all facilities including the McConnell Center to reduce energy usage.

5. FACILITY PROJECTS

A. EDUCATION/GOVERNMENT CABLE ACCESS

The new Comcast Center cable installation cost estimate came in at \$235,000, while the current available cash is only \$110,000.

6. OLD BUSINESS

A. DISPLAY OF ARTWORK IN THE BUILDING POLICY/MTC DEVELOPMENT STATUS UPDATE

Any Art on display in the McConnell Center will be limited to only three months before it needs to be replaced.

B. BUTTERFIELD GYM DESIGNATION SIGN LOCATION/MAIN BUILDING SIGN

At this point the chair recognized Ernie Clark to talk on the use of a separate sign to indicate the location of the Butterfield Gym not just inside on the Gym Doorway, but also on the lawn area. After discussion by Ernie Clark and Bob Carrier, Jim Verschuren made a motion, seconded by Linda Merullo, to allow a two-sided (visible both ways from Locust Street) sign (funded by contributions) to construct a McConnell Center sign, with a sign below to signify the location of the Butterfield Gym as being part of the premises. This group also has the option of placing a sign funded by contributions above the Gym entrance Doorway (visible from St. Thomas Street). The motion carried with the positive vote of all concerned except Gary Gilmore, Marvin Brown and Patti Rawding Anderson after it was established by the Chair that this is a decision of the McConnell Center Oversight Committee, not the Tenant's Association.



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7. NEW BUSINESS

Subsequently it was determined that there needed to be McConnell Center 'locator' signs in key areas of the City a-la Hospital or Train Station signs so that people coming to the Center are assisted in getting there conveniently.

Otis Perry then advised the Committee that the Center had received a recognition award of excellence from PLAN NEW HAMPSHIRE for the re-use of this community facility into a community services center.

8. ADJOURN

On a motion to adjourn by Linda Merullo, 2nd by Jim Verschuren, the meeting was adjourned at 8:45 pm.