



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820
Room 220
Meeting Date: Monday, November 22, 2010
Meeting Time: **7:00pm**

DRAFT

CALL TO ORDER: Otis Perry called the meeting to order at 7:00 pm

ROLL CALL:

Members Present: Otis Perry-Chairman; Marvin Brown; Doug DeDe; Gary Bannon,
Administrator: Joe Tenuta, Rec Advisory Board

APPROVAL OF MINUTES:

Marvin Brown made motion to accept the September 27, 2010 minutes. Motion seconded by Doug DeDe. Motion passed - unanimous

CITIZENS FORUM:

There were no citizens present for Citizens Forum.

David Choate from Grubb & Ellis/Northern New England is present. All agreed to move to Old Business at this time.

OLD BUSINESS:

Real Estate Marketing Services Status:

Dave Choate is here in regards to the RFP for Real Estate Assistance to help find non profit tenants to lease vacant space in the building. David's main concern is where the non profit tenants are going to get the money for the fit out cost for the space.

Jan Nedelka arrived at meeting.

Non profit tenants want to know how much costs are per month. David said ok to adjust lease yearly. There is 3900 square feet available which is not producing income at this time. City Council approves all leases. Payment of commission will be part of this contract which needs to be fine tuned. Grubb and Ellis will have exclusive rights. David will put together a listing agreement and send to Gary Bannon.

COMMITTEE REPORTS:

Budget/Lease Report: Gary Bannon

Financials look good on a month to month basis. We will make a debt payment in December. Children Center is current on schedule with their rent payments.

Gary Bannon asked to go to non public session to discuss contract. Motion made by Joe Tenuta, seconded by Marvin Brown and passed unanimously.



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820
Room 220
Meeting Date: Monday, November 22, 2010
Meeting Time: **7:00pm**

Back in Session.

STAFF REPORT:

Administrator Report: Gary Bannon

Gary is preparing budget for review. Review committee will consist of Doug DeDe, Nick Skaltsis and Judy Zalansky. Potential rent decrease is attributed to energy management.

Boilers: Gary Bannon

Otis Perry asked how boilers were. Gary responded one running fine and the other has not yet been repaired. The control system printouts did not reveal any abnormalities in the system. The assumption has been that cold water returning to the boilers may be causing cracking but this did not show up in the reports.

TENANT COLLABORATIVE REPORT: Patti Rawding-Anderson

No report; Patti absent.

NEW BUSINESS:

Jan Nedelka checked with City Clerk about oaths for committee members. It should be the Chair's responsibility to notify the City Clerk of members appointed by committees other than the City Council.

Next meeting will be on January 3, 2011.

ADJOURN:

A motion to adjourn was made by Marvin Brown. Motion seconded by Joe Tenuta. Motion passed unanimously.

Time adjourned was 7:39 pm