



**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, February 28, 2011  
Meeting Time: **7:00pm**

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

### **ROLL CALL:**

Members Present: Marvin Brown; Doug DeDe; Otis Perry, Chairman; Patti Rawding-Anderson; Nick Skaltsis; Judy Zalansky; Gary Bannon, Administrator; Joe Tenuta, Rec Advisory Board  
Visitor: Bill Simons, Parking Office  
Members Absent: Gretchen Bean; Jan Nedelka;

### **APPROVAL OF MINUTES:**

Nick Skaltsis made motion to accept the February 28, 2011 minutes. Motion seconded by Joe Tenuta. Motion passed - unanimous

### **CITIZENS FORUM:**

None

### **ELECTION OF OFFICERS:**

Otis Perry commented he would like to defer to others to fill the position of chairman.

Chairman: Nick Skaltsis nominated Otis Perry. Otis accepted nomination. Elected by acclamation. Vote was unanimous with Otis abstaining

Vice-Chairman: Nick Skaltsis nominated Judy Zalansky and Joe Tenuta seconded. Judy accepted nomination. Vote was unanimous

### **COMMITTEE REPORTS:**

#### **Budget/Lease Report: Gary Bannon**

Budget: Meet with City Manager Mike Joyal on Wednesday. Finish getting out rent notifications to all tenants for FY12 rent which dropped \$1.09 per square foot.

Lease: Dover Adult Learning now has Room 220 space. The Hub/Community Partners merger did not go through. Hub still wants to be here. They are looking at subletting space as they still have the Atkinson Street building. Their intent is not to get out of the lease. Hub is up to date on rent. Gary has met with Tim Barretto and Murrary Ingrham whom are board members. Hub has 20 years left on lease and requires a 2 year notice to leave. Gary received another notice Tuesday that as of Aug 1<sup>st</sup> Strafford County Community Action Program will no longer be in the building due to budget constraints. Betsey Andrews Parker is sending the notification in writing.



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### **McConnell/Library Parking Lot: Bill Simons** (moved up from new business)

Parking lot is always full. Sign says McConnell & Library parking only but downtown employees are taking advantage of the lot. There is no ordinance supporting this sign and can't enforce, honor system only. Tires have been chalked for a week and found 15 to 20 cars parked all day that don't display parking pass. Policy is, if city employee you have to park in this lot because no free parking on other streets. The goal is to make parking available for patrons/visitors of the McConnell Center and Library and to move employees/city vehicles out when possible.

A suggestion was to make parking lot a 3 hour limit with specific exemptions. Example: Members of the Senior Center will get a pass to leave in the car; students at DALC a pass for the length of the course and all day seminar/training issue pass for the day. Patti Rawding-Anderson suggested Easter Seals could e-mail pass to clients for over 3 hours before attending appointment. If you receive a ticket just let Bill know and he will take care of.

Doug DeDe suggested shuttle employees from Arena Parking Lot to here or employee could pay \$20 or \$40 a month for a space in McConnell/Library lot.

Nick Skaltsis is opposed to paid parking at McConnell Center lot. Move municipal employees and vehicles to free up parking. To park here you must have municipal business with the McConnell Center, Library or City Hall. Weed out everyone else. If there is still not enough parking go to a 3 hour limit. Nick would like to see as a two step process.

Otis Perry stated the parking commission is considering making several parking spaces for short term customers (30 minutes or less) in the lawn in front of the Library. That would be down the road.

Per Doug DeDe stickers should be in back windows instead of front.

By August/September meters will be on Hale, Central Ave, Locust and St Thomas.

Otis stated recommendation that the working committee will take info you all have given and make presentation to Parking Commission who will then make recommendation to the City Council. City Council has the ultimate authority.

Bill's recommendation is easy and inexpensive to implement. Have a couple of signs, 3 hour limit with enforcement of the officers. Implement before phase 3 kicks in to try and resolve any problems ahead of time. Enforcement time Monday thru Friday 8am to 6 pm excluding holidays.

Anyone can attend the next Parking Commission meeting March 14<sup>th</sup> at 8:30 am.



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### **Administrator Report: Gary Bannon**

Lease Issues: No inquiries lately.

Had meeting with UNH Horticulture Class about landscape plan starting to develop front of building. There are people willing to donate trees, benches etc. but no plan yet. April 1<sup>st</sup> will be their presentation.

### **Tenants Collaborative: Patti Rawding-Anderson**

Meeting was cancelled due to snow the first of this month. Business was deferred until this Wednesday.

### **OLD BUSINESS:**

**Real Estate Marketing Services Status:** Gary Bannon is talking with Alan Krans who is fine tuning lease of contract. Meeting on Thursday. Have to update what space is available for marketing.

### **Room 220 Negotiations Status: Gary Bannon**

All completed. City Council has approved. Locks on the doors have been changed. The transition of use will gradually occur with the goal of by the end of the summer other uses besides DALC should be out.

### **NEW BUSINESS:**

#### **Plans for Replacement Meeting Rooms: Gary Bannon**

Meeting space on 2<sup>nd</sup> floor availability depends on CDBG approval. If don't get all hope to at least get some funding towards outfit. Doug DeDe asked where the figure of \$200,000 came from. Gary stated the Media Center Bid. Doug also suggested that the Votech School do some of the fit out work.

### **McConnell/Library Parking Lot:**

Moved up on agenda

### **ADJOURN:**

A motion to adjourn was made by Marvin Brown. Motion seconded by Doug DeDe. Motion passed unanimously. Time adjourned was 8:16