



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

DRAFT

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

ROLL CALL:

Members Present: Gretchen Bean; Marvin Brown; Doug DeDe; Jan Nedelka; Otis Perry, Chairman; Patti Rawding-Anderson; Judy Zalansky; Gary Bannon, Administrator; Joe Tenuta, Rec Advisory Board

Members Absent: Nick Skaltsis

APPROVAL OF MINUTES:

Doug DeDe made motion to accept the March 28, 2011 minutes. Motion seconded by Patti Rawding-Anderson. Corrections: Change the last letter in Patti's first name to and (i) instead of (y) and change the last letter in Judy's name to a (y) instead of (i). Motion accepted as amended - unanimous

CITIZENS FORUM:

None

COMMITTEE REPORTS:

Budget/Lease Report: Gary Bannon

Budget: None

Lease: Tenants have been notified of new lease rate which is \$1.09 per square foot less. Gary Bannon received a written letter from Strafford County Community Action that they are going to terminate their lease in August.

STAFF REPORTS:

Administrator Report: Gary Bannon

The flow of traffic has been busy in the building.

There was a maintenance related issue from original renovation with eighteen light fixtures from the hallways and lobbies which had deterioration in fixture wiring. UL Rating issues have been turned over to legal. Otis Perry suggested that all lights and wiring should be replaced now and not wait, then pursues the company for expenses.



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

Tenants Collaborative: Patti Rawding-Anderson

Deferred to Gretchen Bean. Horticulture students came in February to meet with Gary Bannon and me to develop landscaping plans for the McConnell Center. Friday morning at 9:30am in the UNH Social Outreach Center five plans will be presented and we will receive some type of written report. There will be an article in the McConnell Center Corner of the Foster's paper. At Otis Perry's request Gretchen will ask if some students would like to attend the next McConnell Center Advisory Board meeting to explain their plans.

Parking Feedback Proposal: Deanna from Dover Adult Learning Center had additional concerns and the collaborative suggested she talk to the committee. There are major concerns over tenant meeting space going forward as 220 has been leased out and there isn't a definite alternative in place.

OLD BUSINESS:

Real Estate Marketing Services Status: The City Council has approved the Resolution on the contract with Grub & Ellis. The contract has been sent to Mr. Choate. Restrictions will be moved after two months of signed contract.

Plans for Replacement Meeting Rooms: Gary Bannon

City Manager, Mike Joyal, wants the proposal downsized to one room (#236) on the end. Otis Perry stated that he told the Planning Board and Staff that the McConnell Center is in need for more meeting space. Otis would like a meeting with Gary Bannon and the City Manager to discuss the downsizing situation. Gary Bannon is to contact Martini for a fit out estimate before April 12th. Doug DeDe suggested the Senior Center Meeting Room could be used if available at night which Gary stated it has been used in the past for meetings. According to Otis Perry the Planning Board and Planning Staff took McConnell Center out of CDBG fund proposal and he tried to convince them to add back in. If we don't receive any CDBG funds Otis suggested using some of the capital reserve funds which would require City Council and City Manager support. Jan Nedelka stated the McConnell Board needs to persuade the Planning Board that the use of space benefits the communities that the CDBG money is intended for such as low income, at risk and poverty levels. The Collaborative portion is enabled by having spaces like this available. Somehow the fact that we could live with the reduction to \$86,000 from \$210,000 got lost in conversation per Otis and never made it back to the Planning Board and Staff.



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

McConnell/Library Parking Lot: Otis Perry

The parking commission meeting is next Monday at 8:30am in the City Hall conference room to discuss and vote on parking plan for McConnell Center/Library parking lot. There are 3 components:

1. Removing requirement that City Hall employees park in lot.
2. Propose a City Council Ordinance that will regulate parking
 - a. Establish three hour parking limit
 - b. System of stickers/permits
 - c. Temporary permits (authorized by Parking Officer Bill Simons)
 - d. Set of short term permits (which would be asked for at front desk of tenants)
3. Residents with Parking Permits will not be allowed to park here if a snow emergency does not exist.

Handicap customers do not have to pay metered parking but have to follow time line.

Stain Glass Windows: Gary Bannon

This is in the bidding process for a quote at this time for clear glass alternatives to repairing the stained glass.

NEW BUSINESS:

None

ADJOURN:

A motion to adjourn was made by Marvin Brown. Motion seconded by Doug DeDe. Motion passed unanimously. Time adjourned was 7:50pm.