



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, April 25, 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; Otis Perry, Chairman; Judy Zalansky; Gary Bannon, Administrator

Members Absent: Jan Nedelka, City Council Liaison; Patti Rawding-Anderson; Nick Skaltsis; Joe Tenuta, Rec Advisory Board

APPROVAL OF MINUTES:

Marvin Brown made motion to accept the March 28, 2011 minutes. Motion seconded by Doug DeDe. Motion accepted unanimously

CITIZENS FORUM:

None

COMMITTEE REPORTS:

None

STAFF REPORTS:

Landscape Plan Presentation: John Hart

John teaches Horticulture at UNH specializing in landscaping. He introduced student Patricia Locklin. In drafting up the student project landscaping designs for the front of the McConnell Center and Locust Street the following was taken into consideration:

1. Looked at sites
2. Interviewed some tenants
3. Wrote site program
4. Site Analysis
5. Needs (seeding, outdoor classroom plaza for gathering, access to wifi, refining, using natural resources, sustainable landscape, memorial tree program, informal sports area (Frisbee and Tag)
6. Phasing in and maintenance recommendation for first three years



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John presented and explained four of the designs by students Alex Sabo, Jared Cusack, Tom Tuttle and Nick Comtois. Patricia walked thru her design. Black and white copies of the designs along with PDF files were left with the McConnell Board.

The United Day of Caring is accepting applications July 15th for volunteer help in the fall. It was suggested that Sharon Lucey and Doug Steele should be involved and invited to the next collaborative meeting.

Administrator Report: Gary Bannon

The City Council has received a copy of the budget as presented to the City Council by City Manager Mike Joyal. Mike Joyal was asked questions from the Council about the McConnell subsidies and referred them to the revenue page details. Gary is presenting the Recreation/McConnell portion of the budget May 4th.

David Choate from Grubb and Ellis has been sent a list of all McConnell building footprints.

Jppo's lease is up in October. The state is rethinking about its length of commitment and looking at year to year leases.

No more boiler problems. Everything is running as supposed to. When heating unit controls are available here at the McConnell Center the plan is for them to be on Bert's computer and Bert to handle.

Tenants Collaborative: Gretchen Bean

There were not enough attendees at the meeting for voting. Jan announced she will not seek another year as president. Nominations taken on May 4th for President take over June 1st.

Looking at United Way Day of Caring doing tenant projects in the building besides landscaping.

There was a discussion on other ideas to take place like Halloween event etc.

A Blood Drive will be held May 19th in the McConnell Center Gym

The Collaborative is looking at having a summer indoor arts festival in the Green Bean area.

Doug DeDe suggested that there may be a couple of Senior Center members interested in joining the Collaborative.



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OLD BUSINESS:

Plans for Replacement Meeting Rooms: Gary Bannon

The CDBG (Community Development Block Grant) was cut by \$64,000. Not sure of the total funds city received. \$45,000 may be given for McConnell Center. Total bid was \$73,000 for 1 room and \$132,000 for all 3 rooms. These bids are for basics but nicely done. We have heat and ventilation but no air conditioning. A meeting room will generate approximately \$7,000 per year in rental revenue. Suggestion was made take \$45,000 and do basic fit out and find another source of funds for the air condition project. The capital fund that was set up charges non subsidy tenants 40c per square foot and the monies go into the McConnell Center general fund per Otis Perry and not a separate one.

NEW BUSINESS:

Next meeting will be held in room 305 per Gary Bannon.

Gretchen Bean asked if we were going to discuss the Landscape Plans.

Discussion on Landscape Plan Recommendations:

Gretchen stated that the plans were way beyond what she expected and suggested taking care of the trees and area around the statue first. Gary Bannon has 1 person and 1 group waiting to donate trees. The board has the information of the designs for a future meeting to include Sharon Lucey.

Otis Perry will send Thank You letter to UNH Horticulture Class

Adjourn:

Otis Perry asked for motion to adjourn. Doug DeDe so moved and Marvin Brown seconded Unanimous. Time adjourned was 9:18pm