



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820
Room 305
Meeting Date: Monday, July 25, 2011
Meeting Time: **7:00pm**

DRAFT

CALL TO ORDER: Judy Zalansky (Vice-Chair) called the meeting to order at 7:00 pm

ROLL CALL:

Members Present: Marvin Brown; Doug DeDe; Patti Rawding-Anderson; Nick Skaltsis; Joe Tenuta, Rec Advisory Board; Judy Zalansky, Vice-Chair; Gary Bannon, Administrator
Members Absent: Gretchen Bean; Jan Nedelka, City Council Liaison; Otis Perry, Chairman;

APPROVAL OF MINUTES:

Nick Skaltsis made motion to accept the June 27, 2011 minutes. Motion seconded by Patti Rawding-Anderson. Motion accepted unanimously

CITIZENS FORUM:

None

REPORTS:

Staff Report

Administrator: Gary Bannon

The heat/air issues in the building have been challenging but stability has been found. The buzz in this room (305) is a small condensation pump. There are many in the building and all will be checked out.

Gary is meeting with sub committee of the Tenants Collaborative to discuss moving forward with an elaborate landscape plan by Patti Laughlin of UNH as a base plan. Landscape improvements will happen this fall with Day of Caring. We are soliciting donations to cover cost of landscape improvements. Two trees have already been donated by Class of 1960 and Ron Ouellette. Nick Skaltsis asked cost of donation. Nick will check with two other classes for donations. Trees are around \$175 to \$200 and granite post and plaque is \$300 totaling around \$500. Doug DeDe suggested a general area for one plaque to display donors due to possible future vandalism of granite post.

CIP – Stained Glass windows information has been forwarded to the City Manager, Mike Joyal. Deadline has been pushed back due to Chris Parker out with sickness. Nick Skaltsis also asked Gary about the vacant space. It will cost about \$200,000 for vacant space to have a basic fit out done. Price from Martini Northern was quoted at \$143,000 for 3 rooms. It was suggested to go to City Council and bond 1 year principle payment of \$250,000 which covers stained glass windows and vacant space fit out. Gary will check into how this can be done.



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Tenants Collaborative: Patti Rawding-Anderson

No meetings for July and August but will resume in September. Collaborative has changed banks from Citizens to Northeast Credit Union due to excessive charges.

OLD BUSINESS:

Parking Update: Gary Bannon

We are now officially on (3) three hour parking limit for McConnell/Library parking lot. Passes have been handed out and temp passes are available. Doug DeDe brought up the fact it is the start of the Political Season and we need to have a written policy in place for pay in advance rates to charge and where they can park. It was suggested to direct them to use the vacant McIntosh College building instead as an option for these events.

Nick Skaltsis made a motion to recommend to the City Manager that the McConnell Center not be used for political campaigns Monday thru Friday 8am to 4pm. Motion seconded by Marvin Brown. Motion passed unanimously.

Tenant Contract Status

We are transitioning with Pete's Place vacating and Community Action moving into their space. Community Action will not be adding any extra space from the unfinished rooms adjacent to Pete's Place. Patti Rawding-Anderson stated Easter Seals will need Community Action's old space on the third floor.

Alan Krans is working on new contract for Community Action.

Gary is working with HUB on new subletting contracts for Zebra Crossing and Becket.

Nick Skaltsis asked for a spread sheet to contain tenants name, room number, square footage, rent cost and lease expiration date.

JPPO renewed for one year extension beginning in October.

NEW BUSINESS:

FY11 FY12 Budget Comparisons

Gary handed out Revenue and Expense sheets for end of year FY10 and FY11 which included all subsidies. On the expense side the major differences are in energy:

Electricity: FY10 \$136,000 FY11 \$79,000

Natural Gas: FY10 \$ 37,000 FY11 \$44,000

Bottom Line: FY10 \$765,000 FY11 \$706,164 roughly \$60,000 better



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Conference Room

Patti Rawding-Anderson stated tenants want meeting room as promised in leases for conferences. Nick Skaltsis said if borrowed money would not fit out whole 3,000 square feet of vacant space fit out only 800 square feet for meeting room and wait for lease on 2,200 square feet. Doug DeDe suggested having a list of meeting spaces here and across the street. We do owe the tenants a space to meet at no charge as stated in lease.

Nick Skaltsis asked for \$250,000 instead of \$230,000, \$60,000 for stained glass windows and \$190,000 for room renovation. Motion seconded by Doug DeDe. Motion passed unanimously. Patti Rawding-Anderson agreed don't do work until we know leased out.

Doug DeDe requested to purchase rain barrels to collect water for McConnell lawn. Gary stated roof gutters collect only water from the edges and not whole roof. There are internal drains which run into the storm system.

Adjourn:

Doug DeDe made motion to adjourn. Motion seconded by Patti Rawding-Anderson. Motion passed unanimously. Time adjourned was 8:05pm