



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, August 22, 2011
Meeting Time: **7:00pm**

DRAFT

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

ROLL CALL:

Members Present: Gretchen Bean; Marvin Brown; Otis Perry, Chairman; Patti Rawding-Anderson; Nick Skaltsis; Joe Tenuta, Rec Advisory Board; Gary Bannon, Administrator
Doug DeDe arrived 7:07pm

Members Absent: Jan Nedelka, City Council Liaison; Judy Zalansky

APPROVAL OF MINUTES:

Marvin Brown made motion to accept the July 25, 2011 minutes. Motion seconded by Nick Skaltsis. Motion accepted unanimously

CITIZENS FORUM:

None

REPORTS:

Staff Report

Administrator: Gary Bannon

CIP Submittal: Renovation for Stained Glass Windows and an account for fit-out for unfinished rooms if there is interest. This was submitted as a package \$265,000 CIP McConnell Center Improvements. Chris Parker was interested in the funding sources and Gary explained the proposal to bond it against the McConnell Fund could be balanced off by McConnell Revenue. The submittal will be reviewed by the City Manager and then the Planning Board/City Council Joint Workshop. Nick Skaltsis would like to know if this would impact bond payment. He also suggested that there should be a written outline for our September meeting and look at fiscal impact then take a vote. Gary is to speak with Dan Lynch.

Doug DeDe joined meeting: 7:07pm

Political Candidates: Our first run will be tested on Thursday with Mitt Romney at 6:00pm in the Gym. It was stated that monies will be paid up front. Patti Rawding-Anderson asked what doors would be impacted and Gary replied 6 & 7.

Tenants Collaborative: Patti Rawding-Anderson

Patti stated they have not met for the summer.



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OLD BUSINESS:

Tenant Contract Status: Gary Bannon

Gary met with David Choate from Grub & Ellis who had (1) one walk thru.

The Community Action (2) two year contract that involves the move to Pete's Place vacant space will be on the City Council Agenda for next Wednesday.

Easter Seals: Wishes to add room 333. Patti Rawding-Anderson commented they have received paperwork from CDBG Grant and has been forwarded to upper management in Manchester.

Once paperwork executed can take more space. No timeline as of yet.

Human Services Office staff has met with Patti to discuss the waiting room as the room now will be shared with Easter Seals.

NEW BUSINESS:

Timberland Day of Service Project: Gary Bannon

There will be 100 to 300 people arriving September 8th to work on landscape plan for the McConnell front lawn gardens and other projects in this building and Library. Timberland will be donating \$8,000.00 towards this project plus monies from Tenants Collaborative, donations received for trees and McConnell budget. Patti Rawding-Anderson asked about parking and Gary stated there should be no problems because they will be carpooling or busing volunteers in.

Two dead/diseased trees have been removed, one from the McConnell Lawn and one from the Library lawn.

Doug DeDe had mentioned seeing the front spot lights being worked on. Gary stated the lights have big heads on small posts and heads get knocked off easily even if leaned against. It was originally planned to be replaced thru the energy project but was cut.

Green Bean Status and Food Service Discussion: Gary Bannon

Green Bean is leaving the McConnell Center per Jeff Turner due to a business decision to stay focused on satellite sites Portsmouth & Exeter and will be expanding Exeter with a second kitchen. Closing will be Labor Day Weekend. Green Bean will be honoring contract by paying rent thru March 2012. There will be a trade off for Cafeteria Furniture. If a new tenant is found for this space before March then Green Bean will be off hook for paying rent.

Gary had copy of RFP that went out for leasing 849 square feet and has already been called by one local interested party.

Lease Committee:

Doug DeDe and Nick Skaltsis will be helping Gary.

Adjourn: Marvin Brown made motion to adjourn. Motion seconded by Joe Tenuta. Motion passed unanimously. Time adjourned was 7:55pm.