



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, February 20, 2012
Meeting Time: **7:00pm**

DRAFT

CALL TO ORDER: Judy Zalansky (Chair) called the meeting to order at 7:00 pm
This special meeting will replace regularly scheduled meeting for February 27.

ROLL CALL:

Members Present: Doug DeDe; Otis Perry; Patti Rawding-Anderson; Joe Tenuta, Rec Advisory Board; Judy Zalansky, Chair; Gary Bannon, Administrator

Members Absent: Marvin Brown; Michael Crago, City Council Liaison; Steve Pryne

CITIZENS FORUM:

None

OLD BUSINESS:

Food Service Bid Discussion and Recommendations: Gary Bannon

Judy Zalansky, Joe Tenuta, Patti Rawding-Anderson and Gary met with Bonnie Clark from Bon Ami Catering last Friday to review proposal. McConnell Board needs to negotiate terms of fit out. Estimate total cost is \$6,000. Nick Skaltsis has notified Gary that the school has some stainless steel equipment in storage that Bon Ami might be able to use. It was suggested to float the cost of fit out over 5 years giving discounted rent such as; one year free rent, one half off for two years rent or \$100 a month off. Otis Perry stated this discount should not show as a subsidy. Hours of operation will be 8am to 2pm. Patti Rawding-Anderson voiced they should pay rent like rest of tenants not just operating costs and trash pick-up. Judy Zalansky would like to look at earlier meeting minutes to see what was talked about for rent cost & fit out.

Otis Perry moved to table and was seconded by Doug DeDe. Move passed unanimously.

Judy asked Gary to include in the packets for next meeting the rent portion of the RFP.

Prospective Tenant Discussion and Vote: Gary Bannon

The proposed lease for New Hampshire Association for the Blind is the basic standard lease with one change. The change is in notification; can vacate in three months instead of two years. They are taking the old Seacoast Hospice space near door 6. Patti Rawding-Anderson suggested making an adjustment to the location from 30 St Thomas to 61 Locust as Easter Seals was told by the Post Office to do so. Gary stated reason 30 St Thomas is in the lease is because this is the 911 location for that office. Gary will let NH Association for the Blind to use 61 Locust St for mailing address.

Otis Perry made a motion to recommend leasing to the New Hampshire Association for the Blind and was seconded by Patti Rawding-Anderson. Motion passed unanimously.



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Hub Space: Gary Bannon

City was proposing to take Hub to court to attach assets for the debt of \$29,000 owed to McConnell Center. Instead an agreement was reached for the HUB to take out a mortgage in that amount with the McConnell Center as the beneficiary. Judy Zalansky asked when is delinquencies' sent to the legal department. Gary said usually when a tenant is a couple months past due on rent. It was stated by Otis Perry should do as soon as legally can and not wait.

Another potential tenant (My Turn) is looking to rent some of Hub Space; middle room for office entry and room to right. My Turn helps young adults out of school looking for work/bridge program. According to Gary Bannon they are grant funded and will have a private company sponsoring going forward, some state money. If we lease to them there will be a reduction in Hub's debt. Gary is to check out My Turn to make sure they will be solid for at least twelve to fifteen months and will bring information to next meeting.

McConnell Center is still trying to collect from Seacoast Hospice monies owed.

New Hampshire Association for the Blind is on the City Council agenda per Gary Bannon.

Judy Zalansky stated there is a vacancy for the Vice Chair position. Otis Perry nominated Joe Tenuta, second by Doug DeDe and passed unanimously.

This still leaves a couple of vacancies; one regular board member and two alternates per Gary Bannon. Anyone interested can apply at the clerk's office or on line. Jim Verschueren may be interested per Otis Perry.

Adjourn:

Otis Perry made motion to adjourn. Motion seconded by Joe Tenuta. Motion passed unanimously. Time adjourned was 7:07pm.