



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820
Room 323
Meeting Date: Monday, April 22, 2013
Meeting Time: **7:00pm**

DRAFT

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

ROLL CALL:

Members Present: Doug DeDe; Michael Crago, City Council Liaison; Steve Pruyne; Cora Quisumbing-King; Joe Tenuta, Rec Advisory Board; Judy Zalansky, Chair; Gary Bannon, Administrator

Members Absent: none

APPROVAL OF MINUTES:

Joe Tenuta made motion to accept the March 25, 2013 minutes as presented. Motion seconded by Doug DeDe. Motion passed unanimously.

CITIZENS FORUM:

None

REPORTS:

Staff Report

Administrator: Gary Bannon

1. Spring Cleanup: Dover Pride Clean-up Day was held Saturday April 15th. Fifteen or more folks came to the McConnell Center to clean the gardens and areas around the building.
2. Boilers: Capital monies that was for the stained glass window project was rolled over to the boilers. The City Manager removed \$30,000 of the monies rolled over. Due to the reduction it will be more repair work to the boilers instead of replacement. Paperwork is being filed with the Boiler Insurance Company to try and chase the manufacturer (H B Smith) for complete replacement of the boilers.
Granite State Plumbing & Heating has honored the labor cost for three years; one year complete labor & materials. Boiler manufacturer warrantied the parts for ten years. As of two years ago Granite State ate last cost and will no longer be responsible so will have to go after the manufacturer if happens again.
3. Control Temp: Gary Bannon and Bert Corson will be the ones to manage controls for heating/cooling temps in the building by logging into the Building Management System.
4. Budget Schedule: My budget presentation is May 1st at the City Council Meeting.

Doug DeDe was wondering if Alan Krans should be approached to see if there would be viability to us bringing a lawsuit to the boiler company. Gary replied that is on list of options.



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Judy Zalansky stated for future budget planning still looking at two defective boilers.

Tenants Collaborative: Steve Pruyne

Judy Zalansky came to meeting last month. There was talk about getting another person for the McConnell Board. Lindsay Conway from HPOP will be joining us next month as she was unable to attend tonight. The Red Cross Blood Drive will be here at the McConnell Center in the gym on May 2nd, 1-6 pm. Steve mentioned the collaborative was looking at putting in Kios centers at a few of the entrances. We will continue with the second annual Arts Display here at the McConnell Center to be part of Apple Harvest Day.

Doug DeDe asked if there were any more security issues. Gary informed that there will be an expansion of the security cameras. There are three cameras in the school department that nobody watches and we are looking to tie into our system to monitor the fourth floor. The original security design was for 32 cameras but could only put in 16 due to budget cost. There are a lot of gaps in the system and planning to install the last 16 cameras to take care of the gap.

Gary added the City Fire Department and Safety Committee were reviewing the whole emergency plans for city buildings. Upgrading is being done so all tenants will know the safety protocol, evacuation routes, medical equipment and what's available to them.

Gary also commented that the Kios style/rack has been selected so to be consistent throughout the building, tenants will pay for and we will install at several main locations.

Financial Report: Gary Bannon

Nothing changes dramatically month to month. Revenue is ahead of expenses until June when debt payment is due. Last month sent out notifications to tenants on next FY rent starting July 1st. There is a fourteen cents reduction in price per square foot cost due to building operating cost being less, making our price per square foot for rental \$12.26.

OLD BUSINESS:

Status of Renovation Project in Rooms 236 to 239: Gary Bannon

I am very pleased with Nick Gray's work. Only work left is to wax floors. Steve Pruyne commented there were no big issues with tenants as work was being done.

Gary met with David Choate last week with a potential tenant. There was general discussion but waiting to unveil until proposal is accepted.

Gary mentioned looking to expand the Senior Center with room 236. This room is 900 square feet which is 400 more than the current activity room. I am looking at how to roll cost into the



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recreation budget. Most of the Senior Center is run thru the special revenue fund but may need some funding from the general fund. May increase membership cost \$5 from \$15 to \$20?

Room 237 which has no windows would be a great room to store cots/supplies for city sheltering operation and for some tenant storage.

NEW BUSINESS:

Landscaping Projects/Adopt a Spot Requests: Gary Bannon

The New Hampshire Association for the Blind wants to start up (adopt a spot) here at the McConnell Center. Gary said he also has a gentleman from the Senior Center interested also. If you know of any other groups commercial or non-please let me know. Eventually signs will be displayed for adopting group.

Cora Quisumbing-King asked about ceiling in hallway. Gary said leak has been fixed by pulling leaver out and fixed baffle. Wanted to make sure it wasn't going to leak again before completely repairing the ceiling.

Next month's meeting will be Monday May 20th instead of May 27th due to Memorial Day.

ADJOURN:

Steve Pruyne made motion to adjourn. Motion seconded by Cora Quisumbing-King. Motion passed unanimously. Time adjourned was 7:40pm.