

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, October 26, 2015
Meeting Time: **7:00pm**

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

ROLL CALL:

Members Present: Bob Carrier, City Council Liaison; Doug DeDe; Steve Pruyne; Cora Quisumbing-King; Judy Zalansky, Chair; Gary Bannon, Administrator

Late Arrival: Katie Howard

Members Absent: Gretchen Bean; Wayne Boucher, Recreation Advisory Board Liaison;

APPROVAL OF MINUTES:

Doug DeDe made motion to accept the September 28, 2015 minutes as presented. Motion seconded by Cora Quisumbing-King. Motion passed unanimously.

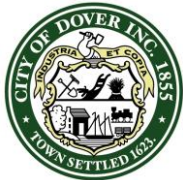
CITIZENS FORUM:

None

REPORTS:

Staff Report: Gary Bannon:

- Tenant Space: Room 322 (HPOP vacated space as of November 1st) A non-profit business based out of Newmarket is interested in the space. They work with the Indonesian population in this area and its mission is to provide referral, support services and integration into culture. This is a one person office with a need of small meeting space. Rent will be identical to HPOP contract. Real estate agent got referral.
- Building Activity: This time of the year parking is a challenge. Once parking garage is finished 40 parking spaces will open up in McConnell/Library parking lot. A small tractor has been purchased for snow removal around parking spaces and perimeter of the parking lot. The sally port at City Hall/Police Station will eventually be used to store the tractor.
- Parking Lot Lights: Doug Steele is working on. Pole bases replaced and paving done this week. Hold up is meter needed. Eversource has work order. Wiring needs to go through the pole base and meter. Martineau Electric to do wiring.
- Judy Zalansky: announced Katie Howard arrived at meeting
- Cora Quisumbing King: reported pothole next to sewer lid on St Thomas Side of building near door seven. Gary to check.
- Marco Rubio Event: took place couple weeks ago with some 130 people attending. Sign put up that McConnell/Library parking lot full. Event goers parked on door seven side of the building and along streets.
- Bob Carrier: SAU front desk area by elevator freezing this time of year with a draft when elevator door opens. Using space heater for warmth. Gary to look into.
- Block Grant for Children's Center: the work has not been bid out yet. Held up due to employee changes in Planning department and other filings that need to be accomplished. Bob Carrier to look into bid out process tomorrow. City Council approved grant in spring



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and Feds approved in July. Using portable heaters at this time on cooler days to help with heating issue.

Tenants Collaborative: Steve Pruyne

- Apple Harvest Day: decent day, less artist present, music well received. Collaborate received just under \$1,000. Spaces rented for \$65; \$15 for Chamber and \$50 for Collaborative.
- Trick or Treat: McConnell and City Hall Thursday October 29 between 9:30 and 11 am. About 30 children from Dover Children's Center will be going around along with some outside families attending.

Financial Report: Gary Bannon

- In black \$130,281. Same time last year \$124,800. Some additional revenues are due to rentals of cafeteria space and room 323.

OLD BUSINESS:

Captain McConnell Display Ideas: Gary Bannon

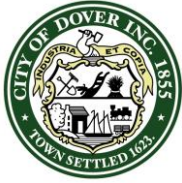
- Doug DeDe; Woodman Museum only has one photograph of Captain McConnell nothing else. Library has a copy of McConnell Story and a couple newspaper articles.
- It was suggested to create an event showing McConnell film with different running times. One being on a Wednesday after Senior Center Luncheon in room 236
- Look to have custom cabinet built for memorabilia which will be displayed in lobby of door 7

NEW BUSINESS:

Veterans Memorial Progress: Gary Bannon

- Create memorial for all veterans
- Looking at McConnell Center front lawn area
- Architect that did Henry Law Park Rotary Plaza to present 8 to 10 drawings. Helping pro bono
- Contact all interested Veteran Groups to go over drawings
- Funding – Donations can be deposited into Agency Account
- Once Police make the move to new station and upgrades are made to old area, back of City Hall and the McConnell Center will look like one unit.
- Goal to complete; Fall 2016

LED Lighting Status: Gary Bannon



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- Has been approved by City Council
- Agreements have been signed
- Eversource has placed McConnell project in their 2016 funding
- Project to start end of 2015 and completed in 2016
- Initial check cut from Affinity to Martineau January 2016

City of Dover's 400th Year Celebration: Doug DeDe

- Money – start working on donations
- Set up 501C3 for donations and donators can receive tax deduction
- Bob Carrier; add donation to green envelope that is mailed with water and sewer bills.
Doug to follow up on procedure
- Doug DeDe volunteered to be a committee member

Next meeting November 23rd

Denny Anderson interested in becoming member of McConnell Board

ADJOURN: Doug DeDe motion to adjourn. Cora Quisumbing-King seconded. Passed unanimously. Time adjourned was 7:40pm.