



CITY OF DOVER

## McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820  
Meeting Date: Monday, September 24, 2007  
Meeting Time: **7:00pm**

**Call to Order:** Meeting called to order at 7:00 p.m. by chair, Otis Perry

### **Roll Call:**

**Present:** Otis Perry, Gary Green, Stephen Blakney, Pattie Rawling-Anderson, Jim Verschueren, Bob Carrier, Ann Grassie, Jen Bisson, Doug DeDe, Don Andolina, Gary Bannon (Ex Officio)

**Absent:** Gary Gilmore, Marvin Brown

### **Reports:**

**Budget:** The budget for the McConnell Center was discussed. Gary Bannon mentioned that there needed to be more discussion among the tenants about needs. It was mentioned that this Committee should be looking at the budget, looking at cost control approaches and developing more income through increased tenancy. It was mentioned that there needs to be a monthly update on the Balance Sheet as part of our review.

**Bylaws:** There is no need for By-Laws because this type of Committee doesn't use them. We can set up rules of procedure however.

**Tenants:** There was discussion as to the fact that the McConnell Center is getting very busy. A political meeting was among the events held. There was some disagreement as to whether any political entity should be allowed to use the McConnell Center at no charge. Doug DeDe said it would be discussed with the City Manager. There needs to be a fee schedule developed for non-tenant usage of the Center. City Committees and Boards should be exempt.

Don Andolina asked about a tenant list. Gary Bannon said he would resend it. Don Andolina asked if the Matrix that he had developed while in the Reuse Committee had been used, the answer was no. He will be looking to re-establish this document as the primary vehicle to keep track of present tenants, space, rents and more.

**Lease Committee:** Reports that the Easter Seals are looking to increase their space. There is some discussion on the naming of the McConnell Center gym to Become the Butterfield Gym. The Butterfield family, recognizing that the Butterfield Building will no longer house the activity for which Bumpsy Butterfield was known, agreed that the renaming of the McConnell Center Gym In Bumpsy's name would be appropriate. After some discussion the members Present agreed it would be the thing to do. There was further discussion as to

Some of the other significant names attached to the Center, like Ida B. Hanson.



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There should also be a location or locations selected to house memorabilia associated with the Center. There is apparently substantial availability for the McConnell name itself from the Korean War.

**Administrator:** Gary Bannon is forming a Budget Committee to organize a group to Propose a budget recommendation for the 07-08 budget, for Fiscal 08.

**Financial:** The current Financial Report was discussed with some question as to why the Busy Bee figure was not used where it occurred. There is confusion on how the Budget reflects year to year items. We need to return to the Matrix developed by Don Andolina to deal with the budget among other issues.

### **Facility Projects:**

**Roof Repair:** The roof assessment was done and the specs should be done by the first week of October. Otis Perry wants Gary Bannon to get the information on the roof repair expense. It should not be more than the \$250,000 approved by the Council.

**Warranty Inspection:** There were questions on the need to finalize any warranty reviews for the elevators, windows and the air conditioning.

### **Old Business:**

**Tile Project:** The tile 'unveiling' will take place on 10/20, 5 pm for the general public and 4 pm for the major contributors. There was a class reunion held here and they uncovered one or two but will come on 10/20 to see the rest. There was a question as to how one would know where their tile is located. This is under consideration. The Quantum Opportunities group is doing Community Service for space and they will catalog all the tiles so they can be found. The Seymout Osman Community Center is the lead organization for the second tile initiative.

### **New Business:**

**Dumpster:** A question on the use of the dumpster arose. The tenants may all use the dumpster. The Green Bean Café will pay separately for using it because of the anticipated volume of their waste. There is a need for a dumpster on the grounds because the only one in use now is across the street at the Robbins building parking area. All tenants need recycle bins.

**Landscaping:** The class of 1956 asked about donating a tree for landscaping. There was Conversation as to the need for a Landscaping Plan that would recognize the



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the location of the future memorial that is proposed for the area next to the sidewalk on the St Thomas Street entrance curve. Perhaps McIntosh could have a volunteer group design a landscape plan? After we do the plan, other 'classes' could be contacted to add their 'tree' to the plan. There was a question as to whether there is a 'master gardener' in the area. (there is; Joe Parks)

Playground: There was a question on the new playground and its access. There will be a paved pathway in a fenced area to allow safe access for the children to playground.

Protocol: Signing Protocol was a question that resulted in 'No policy has yet been established'.

Meeting adjourned at 8:40pm