

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, January 23, 2017
Meeting Time: **7:00pm**

DRAFT

CALL TO ORDER: Steve Pruyne called the meeting to order at 7:00 pm

ROLL CALL:

Members Present: Doug DeDe; Gary Bannon, Administrator; Marcia Gasses, City Council Liaison; Steve Pruyne, Chair; Cora Quisumbing-King; Joseph Walent
Members Absent: Denny Anderson; Katie Howard; Judy Zalansky, Vice-Chair

APPROVAL OF MINUTES:

Doug DeDe made motion to accept the November 28, 2016 minutes as presented. Motion seconded by Cora Quisumbing-King. Motion passed unanimously.

CITIZENS FORUM:

None

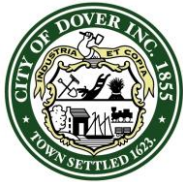
ELECTION OF OFFICERS:

- Chair: Cora Quisumbing-King moved that Steve Pruyne remain as chair. Move seconded by Joe Walent. Move passes unanimously.
- Vice-Chair: Cora move to table nomination and vote until February meeting as Judy Zalansky the current vice-chair is not present. Move seconded by Joe Walent. Unanimous

REPORTS:

Staff Report: Gary Bannon:

- With cold weather in December had couple Daycare issues but all is taken care of
- Bert Corson retired effective last Friday. Couple parties held in his honor
- Marcel Lepage transitioning well as Bert's replacement
- Strategic Planning forms handed out for review. Every city department is to complete
 1. Vision and mission statements
 2. SWOO assessment details
 3. Four goal spreadsheets with objectives
- Budget is in final submission process. Meet with City Manager in February to review.
- Emergency Generator System
 1. has been approved on Homeland Security Level
 2. managed thru Fire Department processes
 3. funds set aside in CIP to match portion of grant
 4. goal to be finished by next fall
 5. will be built into hillside near door five
 6. will run whole building



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Tenants Collaborative: Steve Pruyne

- At end of last meeting had little party for Bert's retirement
- Group to continue information sharing
- Cora Quisumbing-King from McConnell Board attended meeting
- Blood drive scheduled for May 10th
- Meetings held 1st Thursday of every month at 9am in room 323
- No information from David Choate of any new tenants
- Vet Support Group still working on details of rental of room 321
- Unity of the Seacoast still renting room 317

Financial Report: Gary Bannon

- YTD Net is \$239,707 in black
- Budget is ahead of schedule in gaining a positive balance
- Debt payment of approximately \$390,000 to be paid in June

OLD Business

Senior Center Flooring Work: Gary Bannon

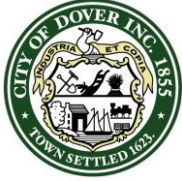
- Replacing with overlay of a heavy duty tile has been completed
- Same product as in Cafeteria
- Doug DeDe suggested putting same type of flooring in living room area of the Senior Center

Gary Bannon mentioned; door 6 lobby which is access to gym and dance studio tile is starting to lift. Need durable replacement. For now have floor mats down.

NEW BUSINESS:

Heating System Damage and Repairs: Gary Bannon

- Expansion joint to heating system above boiler blew out on Saturday December 31st sometime after closing
- Mike Gillis on Sunday, January 1st, noticed drop in building temp and contacted Gary
- Gary called Jeff Wynot from Siemens who remotely went into program and detected boilers were off
- Water sprayed right at adjacent circulation pump motors
- System has safety built in to shut them off as well as the boilers
- 15hp circulation pumps shut off but had been wet by the leaking joint and caused all of the heat pumps to shut off and were off line until the pumps were replaced
- To supply heat got all baseboards in the building working up to acceptable levels except daycare area. Moved children and workers around to different rooms to be warm.



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- Motors were pulled. Shipped to Manchester and determined no good. Had two new motors within couple of days.
- Pump control drivers were also damaged. Ordered new temporary starters. Installed to get the heat Pump system running.
- Covered by insurance but have deductible to pay. The cost will be in the tens of thousands of dollars in damage between material cost and labor.
- Insurance adjuster; is reviewing the rubber expansion joint to see if it is defective. They just don't blow out. Failure in rubber. Changed all rubbers. Cost is \$100 a piece.
- Controllers for boilers were also damaged.
- There is no alarm that goes out of building when the system shuts down. We are looking into how a notification can be sent out in this type of situation
- Boiler room always checked daily
- HVC contract out to bid. Going to build into contract; develop remote alarm system

Cora Quisumbing-King brought up homeless people stopping to stay in the building. Gary; just in to warmup, maybe read a book and have nourishment. As long as there are no disruptions we will work with them on how long and where they can stay while the building is open.

Next meeting February 27, 2017

ADJOURN: Doug DeDe motion to adjourn. Cora Quisumbing-King seconded motion. Time adjourned was 7:49pm.