



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, May 22, 2017
Meeting Time: **7:00pm**

DRAFT

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

ROLL CALL:

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

Members Absent:

APPROVAL OF MINUTES:

Cora Quisumbing-King made motion to accept the March 27, 2017 minutes as presented. Motion seconded by Marcia Gasses. Motion passed unanimously.

CITIZENS FORUM:

None

REPORTS:

Staff Report: Gary Bannon:

- Transition to summer with temp controls
- 4th floor heat pump needed recharge
- Marcel is learning operation of Siemens System from technician Tyler Daigle
- Dover Pride Cleanup Day: cleanup of flower beds, mulching, etc
- No contact from Day of Caring for planting in June
- Water Issue: rainy windy days water is coming in on the court house side of building. Need to repair separated gutter and see where water coming in on 2nd & 3rd floors.
- Carpet Company adding green swatch to basement floor by door two where line drainage issue was. Company also fixing lifting tile in lobby by door 6 with excess tiles we have.

Tenants Collaborative: Steve Pruyne

- Blood Drive was held May 10th
- Dissolving non-profit status. Transferring left over monies into city account.
- Collaborative is donating two big screen tv's as monitors; one for room 323 and one for the cafeteria area.
- Looking for another tenant representative to fill vacant seat
- During scheduled Art Walk on August 4th there will be available space for rent on McConnell lawn for artists/crafters



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Financial Report: Gary Bannon

- YTD Net is \$294,265 in black.
- Debt Service of \$343,000 due end of June.
- Close out at end of year will be close to cover debt
- Last fiscal year ended with \$5800 in black

OLD Business

Budget Approval: Gary Bannon

- Approval accepted
- Trimmed expense side
- Rent increase of 19 cents per square foot. Total rent under \$14 per square foot.
- Vet Association still working on 501-C3 which takes approximately 9 months to a year for processing. For some reason Legion could not assist as an umbrella.
- Room 346, piano room with Grand Piano belonging to teacher, paying by hour for usage. Looking to maybe partnering with another tenant.

Marcia Gasses left to attend scheduled School Board Joint Fiscal Committee Meeting

Veterans Memorial: Gary Bannon

- Architect meeting last week
- Gary showed recent plans
- Change in positioning. Round instead of half round.
- Current handicap parking spaces are not ADA compliant. Will update with build
- Add lighting within memorial, front & back of civil monument and entrance driveway
- Move current flagpole for seating area. Place three flag pole around memorial.
- Revision of plans expected within couple of weeks. Will review to approve. Then turn over to builders for build.
- Plan to break ground in July. Completion plan by Veterans Day in November.
- Donations for Bricks: looking into company who has a program "Brick Adoption Engraving Package". Donators would pay the company directly. Waiting for proposal.

Generator Status: Gary Bannon

- Federal folks approved grant award
- City Council accepted award
- Awaiting State Governors Council to approve (on June Agenda)
- Once approved generator will be purchased
- Contract for electrician has been approved
- Goal to be completed by Fall



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- Emergency Management covering expenses

NEW BUSINESS:

Prospective New Tenant: Gary Bannon

- Dave Choate from Colliers International has been talking with potential tenant, The Big Fish.
- The Big Fish is a non-profit enrichment center for different learning styles available to students 13-18 years old. No diplomas handed out. Funding is thru tuition, donations and fundraising.
- Currently looking to rent room 246 which is located behind gym.
- Community Action Program has gave notice for vacating room 240 next spring. Once space is available The Big Fish is interested in leasing.
- Thursday walk thru
- The Big Fish will be attending the Tenants Collaborative meeting on June 1st

Summer Schedule: Gary Bannon

- Meeting to be held in June
- No meeting in July
- Meeting to be held in August

ADJOURN:

Doug DeDe motion to adjourn. Judy Zalansky seconded motion. Passed unanimously. Time adjourned was 7:49pm