



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, March 26, 2018
Meeting Time: **7:00pm**

CALL TO ORDER: Doug DeDe called the meeting to order at 7:00 pm

ROLL CALL:

Members Present: Denny Anderson, Gary Bannon, Administrator; Doug DeDe, Chair; Steve Pruyne, Vice-Chair; Cora Quisumbing-King; Joseph Walent

Members Absent: Marcia Gasses, City Council Liaison;

APPROVAL OF MINUTES:

Cora Quisumbing-King made motion to accept the February 26, 2018 minutes as presented. Motion seconded by Joe Walent. Motion passed unanimously

CITIZENS FORUM: None

REPORTS:

Staff Report: Gary Bannon:

- Turnover Custodial Staff
- Big Fish Learning received notice of 501C3 approval. Now become own tenant instead of subleasing. Still wants Community Action Space
- David Choate has another potential tenant (networking with services) looking for smaller classroom size lease space
- Building is at capacity
- Door seven lobby new display case with Captain Joseph McConnell items. Fosters to do story in the future.
- Dover Pride Cleanup Day May 5th
- Day of Caring scheduled in June. That's when plantings will happen
- Marcel has been cleaning the grounds around the building
- Generator test was done to check on a startup issue that occurred during a recent power outage. The generator ran for six hours once started. We determined that someone had pressed the red stop button requiring the unit to be reset. Fence to be installed once weather permits to prevent future access to the button.

Tenants Collaborative: Steve Pruyne

- Meeting held first Thursday of the month at noon
- Trying to have one tenant showcase each meeting
- This month was Big Fish. Diane attended with a couple of students who talked about why they are with Big Fish and what they do. Big Fish is working with Great Bay College for student credits
- Blood Drive May 2nd



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Financial Report: Gary Bannon

- \$323,000 in black as of February report
- Debt service owed \$350,000. Due in June
- Net of around \$33,000 per month profit allowing coverage of debt
- Budget: deliberations ongoing, City Manager to present to council Wednesday night and my presentation in April
- City Manager has requested all departments to be in the black in the Agency accounts.
- McConnell for the first several years had debt against the general fund which needs to be paid down and off the books
- City Manager wants McConnell rent based on current budget

OLD Business

Veterans Memorial Updates: Gary Bannon

- Met with Rye Beach Landscaping; submitted quote installing name bricks and landscaping which includes sodding. Has been approved by City Council
- Next load of name bricks to be delivered tomorrow at Mast Road
- Need to sort bricks by family groups before installing
- Project to be completed before Memorial Day
- Working with electrician on lighting. Spot lights on poles to illuminate center of memorial. Put dimmers on globes.

Meeting Schedule Changes: Gary Bannon

- Tabled from last month
- May need special meetings for lease contracts
- Denny Anderson made motion to meet every other month on odd months with unscheduled meetings as needed. Motion seconded by Cora Quisumbing-King. Motion passed unanimously
- Next planned meeting May

NEW BUSINESS:

Parking Update: Gary Bannon

- City Manager has set up another meeting next week
- Police Chief took parking ban off today
- Last Wednesday parking lot full
- No more big outside meetings being scheduled during day only nights and weekends



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Potential Tenant Inquiries: Gary Bannon

- Another group looking for space
- Nothing imminent at this time
- Moving material out of storage room 237. Room has no windows
- Room 346; can't change floor plan but can put floor over risers. Option for potential tenant. Room has no window

ADJOURN:

Cora Quisumbing-King motion to adjourn. Joe Walent seconded motion. Passed unanimously.
Time adjourned was 7:36pm