



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, July 23, 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; Michelle Champagne; Doug DeDe, Chair; Marcia Gasses, City Council Liaison; Cora Quisumbing-King; Steve Pruyne, Vice-Chair

Members Absent: Joseph Walent

APPROVAL OF MINUTES:

Cora Quisumbing-King made motion to accept the May 29, 2018 minutes as presented. Motion seconded by Steve Pruyne. Motion passed unanimously

CITIZENS FORUM: None

REPORTS:

Staff Report: Gary Bannon:

- Into Mid-Summer: building down to right temperature. Siemens folks in for repairs; replace compressor. Roof Top units run pretty much 24/7. Marcel Lepage shuts the units down at times to dehumidify.
- Daycare Steel Roof Replacement: staging in this week. Skylights to be out and changing to shingle roof. Area will be fenced off. Weather Guard Industries doing the work. Some work to be done on the weekends. Project funded by Community Development Block Grant. Daycare will remain open while work being done. Drop Ceilings to be added in three rooms at later date along with sprinkler heads and duct work being relocated.
- General Flow of Building: DALC less classes. Camps & programs running. Recreation and Senior Center pretty steady. Marcel Lepage doing more grounds work.
- Installed two memo meters to monitor water usage so we do not pay sewer fees on exempted uses; one for cooling tower and one for front faucet.

Tenants Collaborative: Steve Pruyne

- Last meeting held in June. July and August off. Next meeting in September.

Financial Report: Gary Bannon

- 6/30/18 Preliminary Report shows \$156,000 in black
- City Manager transferred \$130,000 in to help cover for remaining debt from past
- \$25,000 in Black from building operations



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OLD Business

Veterans Memorial Updates: Gary Bannon

- Lots of visitors
- Steady brick donations. Early August next brick order to be placed.
- Phase Two to start; second walkway on St Thomas Street side and create space for Kiosk showing map of city for all veteran memorial locations around the city. Have quote and meeting with Chris Parker from planning tomorrow to finalize funding.
- Request for other donated benches being sought
- Completion of next phase of the Project by Veterans Day
- Spotlights have been installed in circle. Dimmers added to park lights

Tenant Updates: Gary Bannon

- IDN (Integrated Delivery Network) are in as of July 1st room 302a. Scope: Networking of social services for the homeless or those in need. Funded by Medicaid. Workforce Housing left office furniture behind.
- End of June CAP (Community Action Program) moved out. Space open with Big Fish being interested. Big Fish wants to renovate at their expense and open up two rooms to one. Lease will be adding more square footage only no terms changing and deleting as a subdivision of Zebra Crossing.

Motion by Cora Quisumbing-King: Approval for Gary Bannon to work with Big Fish to expand space and redo lease. Steve Pruyne seconded. Motion passed unanimously

NEW BUSINESS:

Fall Projects: Gary Bannon

- United Way Day of Caring to be held on September 13th. Planting and Fall clean-up
- Marcel Lepage keeping up with weeding and watering of grounds
- Seasonal changes outside
- Roof gutter drain issue on corner – looking to hire contractor
- Generator walkway; put down concrete. Community Services has to work into schedule. Add some planting on roadside

CIP Budget Submittal: Gary Bannon



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Project request due in couple of weeks to planning office

- Wood trim around building, eaves and stairways. Painting and gutter edging
- Rubber roofs redone
- Boiler System

Marcel Lepage redoing floors in building; stripping and waxing. Painting hallways and bathrooms in the works.

Janitorial Workers; good crew doing great

ADJOURN:

Cora Quisumbing-King motion to adjourn. Steve Pruyne seconded motion. Passed unanimously. Time adjourned was 7:38pm