



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 22, 2019
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; Deborah Davis; Doug DeDe, Chair; Cora Quisumbing-King; Steve Pruyne, Vice-Chair;

Guest: Morgan Faustino and Zac Field

Members Absent: Michelle Champagne; *Marcia Gasses, City Council Liaison; *Joseph Walent (*=excused)

APPROVAL OF MINUTES:

Cora Quisumbing-King made motion to accept the May 28, 2019 minutes as presented. Motion seconded by Denny Anderson. Motion passed unanimously

CITIZENS FORUM:

- Morgan Faustino and Zac Field came to speak about Apple Harvest 5k Road Race. Would like to have it distinguished from others by adding something this year.
- New course route starting and finishing in the parking lot of the District Court
- Race starts at 8:30 and ends around 9:30
- Partnering with North Country Hard Cider. Complimentary drink for participants and purchasing availability for bystanders, family and friends. Looking to set up on lawn of McConnell Center with a fenced in area.
- Gary Bannon is ok with having at the McConnell Center
- Have signatures from Police Chief Bill Breault and Fire Chief Paul Haas
- Looking to have Truck or Vendor for food. Opportunity for Cardamoms. Gary Bannon and Steve Pruyne will speak about at the next tenants meeting.
- Shuttling available from parking lots; CVS, Liberty Mutual and Summit
- Had 650ish runners last year. Goal is to have over 1000 this year.
- Apple Harvest Day vendor's setup is from 6:30 to 8:00am and Apple Harvest Day is 9:00am to 4:00pm
- There will be an officer on sight

Motion of support to have event on McConnell Lawn by Denny Anderson. Motion seconded by Cora Quisumbing-King. Motion passed unanimously.



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REPORTS:

Staff Report: Gary Bannon:

- Summer weather has arrived. Management of cooling the building. Marcel handles day by day and keeps system running well. There are five roof top units that bring fresh air into the building. When it is humid we will shut them down so condensation does not build up in the heat pumps. After humidity subsides each day we will turn units back on.
- McConnell Café and Library were open Friday thru Sunday as cooling areas for the public during open times
- Little slower in the building due to less classes and meetings
- Doug DeDe would like to see Marcel Lepage open the Senior Center kitchen and turn on the big fan about an hour before opens to cool room down and then fan can be shut down.
- Gary Bannon let everyone know that Joseph Walent and Marcia Gasses were excused absences today.

Tenants Collaborative: Steve Pruyne

- Met in June
- Had air conditioning issue last week. Gary Bannon stated had power surge causing circulator pumps to shut off. Marcel Lepage had to physically go around and reset.

Financial Report: Gary Bannon

- Budget adopted back in May. Gary handed copies out.
- FY19 after debt payment the balance was \$265,387 above expenses in black. \$108,000 better than last year.
- Scheduled for CIP in the next six years; roof and boiler replacement. By this time all debt should be covered by and should have enough fund balance in capital reserve to cover the projects.
- New daycare has been paying for renovation of space. McConnell is paying for plumbing and fence around the playground fence

OLD Business

New Tenant Update: Gary Bannon

- Kids Culture Child Care is working on space; trim work, artistic wall hangings, etc
- Room for infants requires sink by state
- Playground area in need of sturdier privacy fence – 6ft screened
- On track for September opening
- McConnell Building at full capacity at this time
- Preparing lease renewals



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Annual Maintenance Plans: Gary Bannon

- Marcel Lepage to start stripping and waxing of floors
- Gym scheduled in August for sanding and refinishing of gym floor taking about three weeks to complete
- Carpet cleaning scheduled end of August after gym floor completed

Roofing Repairs: Gary Bannon

- Shingles came off during a storm last fall. Has been patched and weather tight. Insurance Company going after Mass Company to come back and fix with matching shingles. Trying to schedule big lift for job.
- Gutters were checked last fall
- CIP two years out full wrap around: eaves, soffit, gutters, woodwork repair rotted areas, etc. Doug DeDe mentioned looking into vinyl instead of wood.

NEW BUSINESS:

Summer Projects: Gary Bannon

Reported under staff report

CIP Budget Submittals: Gary Bannon

- Original draft due in week and a half
- Some reported under Financial Report and Old Business - Roofing
- Krista Trefethen has asked about McConnell Gym being air conditioned

Apple Harvest Day Road Race and Event Discussion: Gary Bannon

Reported under Citizens Forum

Cora Quisumbing-King spoke to Gary Bannon about garbage and recycling bins in gym

ADJOURN:

Steve Pruyne motion to adjourn. Deborah Davis seconded motion. Passed unanimously. Time adjourned was 7:55pm