

# **McConnell Center Reuse**

## **Steering Committee Report Dover City Council**

**December 1, 2004  
Dover, New Hampshire**



# McConnell Center Steering Committee Report

Executive Summary

Project History

Mission/Vision/Need/  
Community Benefit

Tenants  
Letters of Commitment  
Agency Profiles

Architectural Plans  
Space Allocation  
Parking Requirements

Projected Budgets  
Renovations  
Operations

Financing Scenarios

Grant History

Steering Committee  
Roster

Miscellaneous  
5013C Application  
News Articles

December 1, 2004

## EXECUTIVE SUMMARY

### Introduction

In March 2004, the Dover City Council appointed the McConnell Reuse Steering Committee to develop a plan for the McConnell Center. Funding for carrying the project forward was obtained from the *Endowment for Health, Partnership for Effective Nonprofits* and from the *Greater Piscataqua Community Foundation*. Funds were used to secure the services of a project consultant.

The Steering Committee developed a vision, mission statement and project goals. Various subcommittees were formed, engaging additional community members, to explore the feasibility and viability of the project. This report presents our findings emerging from nine months of work.

### Our recommendation is based on and meets the following goals:

- The partially occupied, under-utilized building becomes fully utilized.
- Short-term risk yields long-term benefits to the city and its citizens.
- Rental income insures that taxpayers won't be burdened with long-term debt.
- Renovation provides a return on the investment.
- Preserves a historically significant building.
- Promotes revitalization in the city's urban core.
- Addresses defined community needs.
- Enables collaboration and maximizes utilization of resources.

### The following recommendation is proposed to meet these goals:

- The City Council, at its December 8, 2004 meeting, will pass a \$2.5-million bond to bring the McConnell building up to code to include: a sprinkler system, electrical, plumbing, hazardous abatement and HVAC. Construction to commence in 2005.
- The tenants will be responsible for build-out of their own individual spaces.
- The repayment of the \$2.5-million bond is built into a rental cost of approximately \$8.00 per square foot. By the time the building is fully occupied in late 2006, we project that rents will cover the annual bond repayment, maintenance and a capital improvement reserve account.
- Up to an additional \$1.2-million dollars will be raised between 2005 and 2007 to complete the renovation. Options include: private foundation grants, federal aid and the development of a "Legacy" fundraising campaign.

This recommendation is a fiscally responsible approach because it creates a partnership - thereby spreading the burden - and leverages funds that the city could not otherwise obtain. The net result is transforming a deteriorating building into a vibrant community center

attracting children, older adults and families into the city's center while providing needed programs.

The McConnell Reuse project is about more than just upgrading a building. The driving force behind this project and the source of the Committee's motivation is to create an extraordinary community center with the following vision, mission and goal:

- Vision**
- A place that encourages and supports all citizens of Dover to grow, learn, connect and recreate.
- Mission**
- To create a community campus connecting educational, recreational, cultural, social and health opportunities under one roof.
- Goal**
- To effectively and efficiently serve our citizens while addressing outstanding needs and retaining a valued city asset.

### **Who Needs This? We all do!**

The *Dover Ready to Learn Task Force*, through its Community Dialogue project found that disparities, limited access and inefficiencies exist in the current service delivery system.

### **The McConnell Center will remedy this by:**

- Serving every age group, economic background and social strata.
- Expanding and enhancing services and opportunities through improved collaboration among nonprofit agencies and city agencies.
- Addressing Dover's childcare shortage, where currently a large waiting list exists.
- Offering a place where all family members are served and can connect, learn and grow.
- Promoting health, creativity and imagination.

### **Tenants**

Since a significant component of this project's success hinges on who will occupy the space, we sought tenants who meet our collaborative mission and who will provide needed programs.

The following organizations have committed to this project:

- Dover Adult Learning Center
- Dover Children's Center
- HUB Family Resource Center
- Wentworth-Douglass Hospital Community Outreach
- Coheco Arts and Technology Academy (CATA)
- UNH-Social Work Internship Program.
- Court Appointed Special Advocate (CASA)
- Avis Goodwin Community Health Center - WIC Program
- Hope's Closet
- Dover Recreation Department
- Dover Police Outreach
- Dover Human Services & Teen Center

Plus, a number of other agencies have met with the committee and are interested in pursuing this opportunity.

## **Tenants as Partners**

Asking tenants to fund their own build-outs has several mutual advantages:

- The amount of city investment is greatly reduced.
- Tenants can access other funding sources in ways the city could not. (United Way, community foundation and CDBG funds are primary examples.)

## **How the Building Will Operate**

We recommend the following steps:

- The building, called the McConnell Center, will remain city property. Maintenance and repair will be funded from rents.
- A 501c3 nonprofit, called McConnell Center Community Campus will initially oversee fundraising efforts and ultimately may manage the programming within the building.

## **Additional Factors and Considerations**

The committee has identified the following issues for further consideration:

- The city currently spends nearly \$100,000 per year on the building. That cost will be replaced by the rental cost for the upgraded space for city departments. Rental cost will be approximately \$245,000 (including maintenance and utilities).
- If the current Senior Center were to be sold, potentially half a million dollars could be raised from the sale.
- Up to an additional 1.2 million dollars might be needed to complete the renovation in its second year. The Committee has grant funds remaining to acquire the services of an independent fundraiser to identify and generate additional funds. The committee anticipates that an additional bond might not be required.
- Senator Judd Gregg and Congressman Jeb Bradley have been approached about securing federal funds as the McConnell Center is uniquely positioned as a grant candidate from such sources as the U.S Department of Education
- Finally, the establishment of a “Legacy Fund Campaign” - with the goal of generating contributions from private individuals, particularly those who attended school in the building – could be a tremendous vehicle for promoting community enthusiasm for the project and connecting our past with the future.

### **Moving Forward – Requested Actions by the Dover City Council**

The McConnell Reuse Committee's charge is fulfilled with the submission of this recommendation. For this proposal to be implemented, we respectfully request that the City Council:

- Commit to bond building renovations in year one and, if necessary, year two, at the level required.
- Commit to enter into long-term leases (a minimum of 5 years) with prospective tenants.
- Create a new working group and charge that group to finalize the building's design and governance plan.

## History - McConnell Center Reuse Process

**January 2000** – Dover Middle School closes and students transferred to new school

**Spring 2001** – City identifies front portion of the building for use as a consolidated district court. The side and rear portions of the building were to be used by Dover Recreation, City Human Services and Teen Center, Healthy Universal Beginnings Family Resource Center (HUB), and Dover Adult Learning Center (DALC).

**Fall 2001** – The consolidated court plans for the front portion of the building fall through because of concerns with structural integrity of the building after potential removal of load bearing walls. The load bearing walls need to be removed to provide space for courtrooms. The existing District Court site is used as an alternative.

**Winter 2001–2002** – Lassel Architects reviews the potential utilization of the front and side portion of the building for a new police station facility. The concept was discounted because of the projected high cost of renovation, coupled with inefficiencies of the building layout related to internal police administrative needs. Significant funds were needed to build a new police station due to inefficiencies in the layout of the facility. Also, the District Court personnel were concerned with the proximity of the building to the new court facility.

**Spring 2002** – City renames building in honor of Joseph McConnell. A subcommittee consisting of potential users including City administration, school administration, and various non-profit organizations worked with Lassel Architects in the development of master plan for the building. The master plan was presented to a joint City Council and School Board meeting on April 25, 2002. The plan called for a shared use, community facility including: Pre-school and special education classes, consolidated kindergarten classes, SAU office, Dover Adult Learning Center (DALC), Healthy Universal Beginnings Family Resource Center (HUB), Recreational uses, and City Human Services/Teen Center.

**Fall 2002/Spring 2003** – A shift in the focus of general needs by the School Board leads to a change in the concept to place the SAU offices and kindergarten classes in the McConnell Center.

**Winter 2003/2004** – The Ready to Learn Task Force conducts a series of community dialogues on potential uses for the building. City Council creates an ad hoc committee to once again study the reuse of the McConnell Center. The group is successful in obtaining three grants totaling more than \$32,000 to hire a consultant for assistance in the process.

**Summer, Fall 2004** – Ad hoc committee spends numerous hours in the development of a multi-use, intergenerational, community center. A draft of the plan is presented in October of 2004. Final recommendation presented on December 1, 2004.

## The McConnell Center

### *The Mission*

The McConnell Community Campus connects health, education, recreation and culture to improve the well being of people in our community.

### *The Vision*

The multi-faceted McConnell Community Campus will encourage a diversity of people to grow, connect, recreate and build lives of purpose and meaning by:

- Creating a collaborative environment for community-based nonprofit organizations, government, schools and volunteers to support each other's activities.
- Balancing opportunities and services to meet the interests and needs of area residents.
- Fostering creative partnerships between the McConnell Community Campus, businesses, and health-related community services.



**RESOLUTION RE: CREATION OF AD AN HOC COMMITTEE TO EXPLORE  
THE REUSE OF MCCONNELL CENTER AS A MULTI-  
TENANTED COMMUNITY RESOUC E CENTER**

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**WHEREAS:** The City Council of the City of Dover, New Hampshire has set goals to encourage the rehabilitation and reuse of the former middle school (McConnell Center); and

**WHEREAS:** The City Council feels that the use of the building should assist in meeting needs for all ages of the community; and

**WHEREAS:** The City Council feels that the use of the building should expand the resources offered to the community in the areas of education, recreation, and social services; and

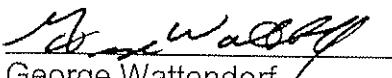
**WHEREAS:** The City Council feels that it would be in the best interest of the community to examine the issue further.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY  
COUNCIL THAT:**

There is hereby created an Ad Hoc Committee of 13 members appointed by the Mayor, to look at reusing the McConnell Center as a multi-tenanted community resource center. The Committee will report back to the City Council prior to December 31, 2004 with a comprehensive plan outlining the reuse option.

Approved as to Form:

Sponsored by:

  
George Wattendorf,  
Legal Division

\_\_\_\_\_  
Mayor Scott Myers, by Request

Recorded by:

\_\_\_\_\_  
Judy Gaouette,  
City Clerk

## Statement of Need

In 2001, the Ready to Learn Task Force, a 12-year collaborative of 25 Strafford County organizations, conducted a series of meetings with community members and leaders to gain insight into the potential use of the McConnell Center. The need for a comprehensive and integrated approach in service and resource delivery emerged from these meetings.

### Here's why:

- The 34 community leaders and nonprofit providers expressed the need for expanded and coordinated prevention services, especially for children, teens and parents.
- Many of the 120 parents interviewed expressed the need for accessible health, education and recreation programs, especially for families living just at or above the poverty level.
- The lack of transportation, coupled with fragmented services, make services difficult to access. Users with transportation often have to travel back and forth between communities to get the services they need.
- Childcare was identified as a significant need. Waiting lists are long, and not enough facilities currently exist.
- There is a lack of programs for senior citizens; programs for low income and isolated senior citizens living in subsidized housing units in downtown Dover were identified as a critical need.
- Family life is changing; more parents are working and there are more single parent families.

### Supporting Data<sup>1</sup>:

The following data from state and local sources supports these claims:

#### Children

- 1513 of Dover children live in a single-parent home.
- 71% of Dover children under five have both parents in the workforce.
- 6% of mothers in Dover have less than 12 years of education.
- The Division of Children, Youth and Family assessed 900 cases of reported child abuse and neglect in 2000, substantiating 61 cases in Strafford County.

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<sup>1</sup> Sources include the ChildCare Resource and Referral Network, Dover Schools, Wentworth-Douglass Hospital, NH Department of Health and Human Services, United Way of the Greater Seacoast. .

## Statement of Need - Continued

### Youth/Families

- Childcare is a stressful issue for families as the number of children outpace capacity.
- Approximately 13% of Dover public school students receive special education services.
- The grade 9-12 high school drop out rate in Dover is 20%.
- 67% of high school students reported feeling depressed.
- 18% reported contemplating suicide.
- 41% of students surveyed reported using alcohol once a month or more.
- 51% of students surveyed reported binge drinking within the past month.
- Depression, family distress and other mental health problems are taking their toll on individuals in Strafford County.

### Best Practices

Research on the best practices of multi-tenant sites is just evolving. Several recent studies<sup>2</sup> report that with careful planning and partnering, multi-tenant centers build capacity and reduce operating costs. One key indicator was that all reported 100% occupancy.

A multi-tenant nonprofit center creates the opportunity for systematic change in a number of ways. It provides an opportunity for:

- Resource sharing.
- Coordinating client and community services.
- Creating a one-stop point of entry system.

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<sup>2</sup> The Third Sector New England – Concept paper, May 2002, from conference on multi-tenant centers.

## User Profile of a Typical Dover Family

McConnell Center is uniquely positioned to benefit all citizens in the City from children to older adults. The Center is envisioned as a gathering place where multiple resources can be accessed for a variety of reasons. The location in the City's urban core allows for easy access to transportation, the library, local restaurants and a variety of city services. Here are examples of what this means for our citizens:

*A 75 year old woman* can read to children in the childcare programs, take a computer course from the adult learning center, do yoga with the recreation department and have a relaxed card game with her peers.

*A 35 year old mom* can join a parenting group, leave her pre-schoolers off for childcare while she exercises or volunteers as an adult basic education tutor, and volunteer her time to help older adults prepare their taxes.

*A 13 year old boy* will build his computer skills in the Tech for Teens program in the computer lab, participate in Dover Police Youth-to-Youth programs, play recreational basketball and serve as a volunteer tutor for adults in the computer lab.

*A 4-year-old little girl* will enjoy quality childcare, meet other children from all sectors of the community, participate in expanded story hours and play with her adopted grandparent.

## Tenant Profiles

### Dover Adult Learning Center (DALC)

Dover Adult Learning Center helps adults in the Strafford County area enhance their life-coping skills and improve their lives through basic education, job training, high school completion, and enrichment classes. DALC supports students in becoming more effective lifelong learners, family members, workers, and citizens.

#### **Description:**

Each year, more than 2,500 adults take advantage of the educational services that Dover Adult Learning Center provides. It is the adult literacy agency for Strafford County and is the community education provider for Dover. Offerings include: Adult Basic Education classes in Dover, Rochester, Somersworth and at the Strafford County House of Corrections; high school credit courses in Dover; a G.E.D. testing center; life skills classes for clients of Behavioral Health & Development Services of Strafford County and vocational skills class for teens who have dropped out of school and for people on public assistance.

#### **History:**

Dover Adult Learning Center grew out of Dover's first Adult Basic Education classes, which began in 1968. The Center incorporated as a non-profit organization in 1972 and acquired its current facility in Dover in 1978. In 1988, the U.S. Secretary of Education recognized the Center as one of six outstanding programs in the nation. In 1995, the Center opened its first Adult Basic Education classes outside Dover. In 2001, the on-site computer lab was established in the Dover facility.

### The HUB Family Resource Center

The HUB Family Resource Center provides families with educational programs and support services to enhance their ability to raise healthy children in caring homes.

#### **Description:**

The HUB provides parenting support and education programs which may be either on going or for a defined period of time (4-10 weeks). For many of these groups, childcare is provided on-site, which allows parents to attend, while providing an important early learning and socialization experience for the children.

The HUB also offers 3 different home visiting programs. The Even Start program targets families where the parent wants to complete or improve upon their education in order to be a better role model for the children. Healthy Beginnings targets young parents either during pregnancy or shortly following birth and works with them for up to three years to model the importance of nutrition, medical care, money management, discipline, and educational play. The Family Wellness Project targets families who may be at risk for abuse or neglect based on stresses the family may be experiencing. All three programs are preventative and strength-based in nature.

## **History**

The HUB Family Resource Center began in 1994 as a result of an effort by the Dover Ready to Learn Task Force. The Task Force sought to identify barriers to children entering school "ready to learn". Since that time the agency has enjoyed a close relationship with the Dover School Department, which has provided fiscal services as well as administrative oversight. In 1999, the agency applied for and was awarded 501c3 status, which broadened the funding possibilities for which it was eligible.

The HUB has had 4 homes since 1994, moving most recently in December 2001 into their own house, purchased with support of a Dover Community Development Block Grant.

## **Dover Children's Center (DCC)**

### **Description**

DCC is a non-profit organization providing full-time childcare, as well as before and after school childcare, and school-age summer program. It is licensed for 77 children. Programs include a breakfast, hot lunch and snack, prepared by a full-time cook. There are also pre-school and kindergarten components. The teachers work closely with the Dover Public School's Preschool Dept. in the Early Intervention Program. This helps to identify at an early age children who may have developmental or learning delays.

The mission is to provide affordable, high quality childcare to all persons in the city of Dover and surrounding communities, for children 6 weeks to 12 years. Large majorities are from low to very low-income families.

### **History**

Dover Children's Center moved to Back River Road in November of 2000. Previously DCC operated at 107 Broadway in Dover as Dover Day Care Learning Center. DCC operated there for over 30 years, serving about 40 children ages 3-10.

## **Wentworth-Douglass Hospital – Pete's Place**

### **Description**

The Wentworth-Douglass community helps individuals and their families attain their highest level of health. Pete's Place, a grief support center for children & families, is a community project sponsored by Wentworth-Douglass Hospital. Its mission is to offer ongoing services for grief support for family members coping with illness or death.

### **Avis Goodwin Community Health Center (AGCHC)**

#### **Description**

Avis Goodwin Community Health Center provides comprehensive quality healthcare to a diverse population, without regard to their ability to pay.

The Agency has been providing services in Strafford County for over 30 years. They initially offered Prenatal and Family Planning services in Dover and then in Rochester. Services that were later added include Women, Infants and Children (WIC), Commodity Supplemental Food Program (CSFP), Health Education Services, Breast and Cervical Cancer Screening and Dental Services. In 1995 AGCHC transitioned into a Community Health Care facility providing a continuum of care from prenatal to geriatric through a multi-disciplinary approach that includes providers, nursing staff, social workers, nutritionist, WIC & CSFP staff.

### **Cochecho Arts & Technology Academy (CATA)**

#### **Description:**

Cochecho Arts and Technology Academy, a state-authorized charter school, will open its doors to any high school students serious about attending an arts and arts-related technology high school. Most students will likely come from the immediate Dover area.

The Cochecho Arts and Technology Academy offers:

- A basic academic program in mathematics, science, English, humanities, and other subjects.
- Arts and technology offered as majors as well as be integrated into the whole curriculum.
- An educational program built around and including the diverse cultural resources in the community.

### **Court Appointed Special Advocate (CASA)**

#### **Description:**

The National Court Appointed Special Advocate (CASA) Association's mission is to speak for the best interests of abused and neglected children who are involved in the juvenile courts.

CASA works with state and local CASA and volunteer guardian programs to promote and support quality volunteer advocacy to help assure each child a safe, permanent, nurturing home.

#### **History:**

Concerned over making decisions about abused and neglected children's lives without sufficient information, a judge conceived the idea of using trained community volunteers to speak for the best interests of these children in court. So successful was this Seattle program that soon judges across the country began utilizing citizen advocates. In 1990, the U.S. Congress encouraged the expansion of CASA with passage of the Victims of Child Abuse Act. Today more than 900 CASA programs are in operation, with 70,000 women and men serving as CASA volunteers.

## Department of Social Work at the University of New Hampshire

Since its inception, the Department of Social Work has sought to identify and meet the need for social work education in New Hampshire and the region. Many graduates working in the field serve as field supervisors, employers, or mentors of students in the program. Students stay connected to the community through field internships and an active Department Advisory Board. Community involvement connects students with many sectors of the field—politics, hospitals, criminal justice, mental health, child welfare, schools, and rehabilitation services.

The Department of Social Work at the University of New Hampshire has a strong history of service to the state:

- The program, begun in the mid-1960s, now has about 1,800 alumni who have completed one or both social work degrees at UNH. Most of them continue to practice social work in community and agency settings as well as in private practice.
- Current enrollment includes about 112 undergraduate majors, 115 M.S.W. students in Durham and 42 more at UNH Manchester.
- Each year, approximately 35 social work majors earn a B.A. degree in Social Work, and 45 graduates earn their M.S.W. degree.

Students serve annually in more than 100 programs and agencies in the state and region, calculated at a total of 59,000 hours of service during the 2002-2003 academic year. That's roughly equivalent to 30 full-time employees.

The Child Welfare project is one example of how students both learn and serve state needs. A federal grant through the Division of Children Youth and Families provides tuition and stipend support for a number of undergraduate and graduate students each year who agree to pursue employment in public child welfare in the state when they graduate.




*Dover*  
**ADULT LEARNING CENTER**  
*Strafford County*

22 Atkinson Street, Dover, NH 03820-3768    Phone: (603) 742-1030    Fax: (603) 743-4262  
dalc@dalc-online.org    www.dalc-online.org

Tuesday, November 16, 2004

TO:    McConnell Center Reuse Committee, c/o Gary Gilmore, Chair  
FM:    Jim Verschueren, Executive Director, at the direction of the  
       Board of Directors, Dover Adult Learning Center of Strafford County  
RE:    McConnell Center Community Campus Occupancy



It is the Board of Directors' understanding that the Dover City Council will soon be called upon to act on recommendations from the Reuse Committee for the development of a community campus in the McConnell Center. We are excited about this prospect and the potential for the Adult Learning Center to occupy a substantial portion of space.

For the past three years, classroom space in the McConnell Center has enabled us to provide quality English for Speakers of Other Languages classes to 200+ students per year. It has enabled us to provide Community Partners an ongoing class for developmentally disabled but highly functional clients. We have held our culture fairs and our international food fairs in the space. Last year we held our annual open house there.

It is our desire to be an integral part of the new McConnell Center Community Campus. We expect to use Community Development Block Grant (CDBG) funds awarded to the Center last spring to build out our space in the McConnell Center. We are enthusiastic about being a part of a vital new community resource and contributing strongly to its success.

The questions that need to be addressed before the Center can commit to occupying space at the McConnell Center are:

1. How long a commitment will tenants have from the city regarding occupancy of the space? For us to use CDBG funds for our build-out we must be assured of at least five years occupancy at a rental rate we can afford. We would look for a minimum ten-year commitment.
2. What space – and how much square footage - will be available to us? Three options are currently under consideration, each of which would require substantially different preparation and planning from us.
3. What will be the rental cost and for how long will the initial rent be guaranteed?
4. What assurances will we have that future city councils will not reverse decisions taken now?

Thank you for your consideration. We look forward to city council action and to the answers for our questions and for others that are sure to arise.

An equal opportunity, non-profit agency working with Dover School District and with partners throughout Strafford County to provide literacy and educational opportunity.

**United Way of the Greater Seacoast  
Community Impact Partner 2003-2005**



**Dover Children's Center**  
**43 Back River Road**  
**Dover, NH 03820**  
**603-742-7637**

Gary Gilmore  
McConnell Center Steering Committee  
288 Central Ave  
Dover, NH 03820

Dear Mr. Gilmore:

Please accept this letter of intent from the Board of Directors of Dover Daycare Learning Center (Center), for inclusion in the McConnell Center renovation project. The Center is committed to being involved with the planning process and would like to be considered an "anchor tenant" for the building.

The Center has operated in Dover for 36 years, and hopes to expand from its current facility on Back River Road by creating a second facility in approximately 4200 square feet of space in the McConnell Center. This space would allow us to double the number of children served and based on the waiting list we have (146 children), it appears that the square footage is appropriate. We feel that the opportunity for collaboration with other users in the building is a unique opportunity for our organization and for the citizens of Dover.

Our commitment to occupying the space is contingent upon the following understandings:

- The City Council bonds money for renovations for the building;
- Rent for the space has been estimated at being \$6-\$10 per sq. ft.;
- Rent shall include all maintenance, utilities, and parking;
- The infrastructure would be in place to allow us to obtain all necessary licensing, without the Center having to do any capital improvements;
- The Center would be responsible for any fit-up work, but basics such as plumbing, kitchen, electrical, egress, etc. would have be in place;
- That a long-term lease, provided the terms were well established at its inception, was an option.

There is certainly a need for child care, and the campus concept is an excellent model, which fits well with our history and mission. We look forward to working with you in the new year on this exciting project.

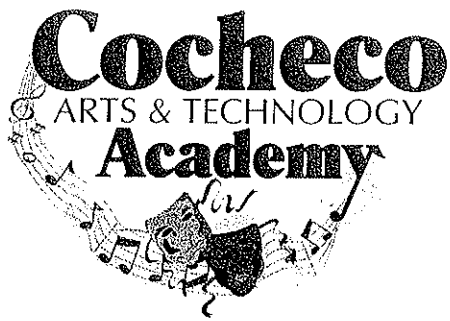
Sincerely,



Christopher Parker  
President, Board of Directors



MaryLou Beaver  
Executive Director



A Public Charter High School  
603.516.2282 (CATA)  
[www.catanh.org](http://www.catanh.org)

November 24, 2004

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Jennifer Stremel

Dear Mr. Gary Gilmore:

Please consider this letter a letter of commitment from the Board of Trustees of the Cochecho Arts and Technology Academy (CATA). We are committed to being involved in the planning process of renovating the McConnell Center in Dover into a Community Campus. We are also currently committed to being recognized as an "anchor tenant" who will be occupying a minimum of 7,000 square feet.

CATA is a public charter high school that has been approved by the New Hampshire State Board of Education. As a public school, we receive public funds as well as government grants and private corporate contributions, gifts and grants. CATA's educational mission fits perfectly with the values and goals of the McConnell Center Community Campus idea.

It is our understanding that the current rental rate being considered is \$7.62 per square foot (with a margin of \$0.20). As stated above, we would like to commit to a minimum of 7,000 square feet and are currently considering adding at least one more classroom to our arrangement, which will cause our total space to increase to approximately 8,000 square feet.

Our Board of Trustees looks forward to working with you on this project and we hope to have time in the near future to meet with you and discuss our plans.

Regards,

A handwritten signature in cursive script that reads "Alexis Dascoulias".

Alexis Dascoulias, Chair

*"Nurturing creative thinkers, independent learners & active citizens through choice public education."*



# Wentworth-Douglass Hospital

THE SEACOAST'S LEADING MEDICAL CENTER

November 19, 2004

Mr. Gary Gilmore, Chairman  
McConnell Steering Committee Chair  
City of Dover  
288 Central Avenue  
Dover, NH 03820

Dear Mr. Gilmore:

Wentworth-Douglass Hospital has been an active participant in the development of the McConnell Center project and supports the City's initiative to create a campus focused on health, education and cultural activities for community members of all ages and backgrounds.

As a prospective tenant, the hospital is interested in moving our children's grief counseling service, Pete's Place, to the McConnell building. Many of the agencies already using or considering tenancy at the McConnell Center are clients of Pete's Place. It currently occupies approximately 1,000 square feet of leased space in Dover. The hospital, therefore, would be interested in leasing a minimum of 1,000 sq. ft. with the potential for an additional 1,000 sq. ft. depending on program growth and the development of other suitable children's care projects.

Appropriate rental fees, available parking and other lease considerations will be factored into our decision to move to the McConnell building as the project moves forward.

Sincerely,

Gregory Walker, FACHE, President & CEO

789 Central Avenue

Dover, New Hampshire 03820

Telephone 603-742-5252



family resource center

HUB Family Resource Center-Letter of Commitment and Interest in being anchor tenants at the McConnell Center.

To: Gary Gilmore  
Chairman-McConnell Center Renovation Steering Committee  
McConnell Center  
Dover, NH 03820

Date: November 28, 2004

Dear Gary,

It is a high priority for the HUB Family Resource Center to remain at the McConnell Center and to retain the same amount of space the HUB now is enjoying as we look forward to the next several years. The HUB now occupies 2813 square feet of space on the second floor, all of which is used on a daily work week schedule and some evenings. It is essential for the HUB to keep this space, which includes four meeting rooms, a small office, and bathroom facilities.

The Board of Directors of the HUB has authorized me to write this letter in support of the wonderful renovation to provide a valuable center for furthering the education, recreation, arts, and cultural activities for Dover and Strafford County.

  
Ronald J. Ouellette

President-Board of Directors  
HUB Family Resource Center



# UNIVERSITY of NEW HAMPSHIRE

November 30, 2004

Gary Gilmore  
Chair,  
McConnell Center Steering Committee

Dear Gary Gilmore:

The Department of Social Work at the University of New Hampshire is very interested in becoming a tenant for at least three years in the renovated McConnell Center. We believe that there are several resources that we could contribute to this multi-service center:

1. We are willing to pay a reasonable rent.
2. We are willing to participate in a governing committee for the building.
3. We may be able to recruit student volunteers to do service learning in the various tenant agencies.
4. We may be able to place social work students in field placements in various tenant agencies.
5. We plan to offer a direct service based on existing community needs to Dover residents from the rented space.
6. We may be able to recruit graduate social work students to write grants for tenant agencies.
7. We may be able to recruit graduate social work students to do program evaluations for tenant agencies.

Please contact me if we can be of further help in moving this exciting project forward.

Sincerely,

Jerry Marx, PhD  
Social Work Department Chairperson and Associate Professor  
Petee Hall  
University of New Hampshire  
Durham, NH 03824  
6038620274



November 24, 2004

Gary Gilmore  
McConnell Steering Committee Chair  
Dover City Hall  
Dover, N.H. 03820

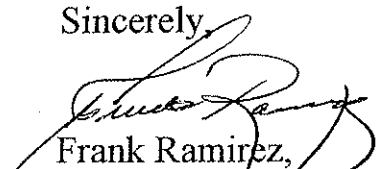
Dear Mr. Gilmore,

The Women, Infants and Children (WIC) Program at Avis Goodwin Community Health Center is interested in pursuing the use of "shared space" in the McConnell Center. The WIC Program serves over 1600 participants monthly throughout Strafford County; approximately 25 % are from the Dover area. The WIC Program is a federally funded supplemental food program that provides nutrition education, health screening, breastfeeding support, referrals and food vouchers. We are currently providing services in Dover once a week. Our plan is to continue delivering services in the Dover area one day per week.

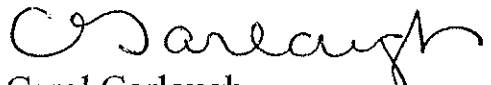
The WIC Program has a history of providing services in the community. Our needs are simple; a large room with several large tables and chairs. We would like to have access to a locked area for storage.

For your information, I have enclosed literature about the WIC Program. If you need additional information, I can be reached at 749-2346.

Sincerely,



Frank Ramirez,  
Chief Executive Officer



Carol Garlough  
WIC/CSFP Director



A POWERFUL VOICE  
IN A CHILD'S LIFE.™

## Court Appointed Special Advocates of New Hampshire

P.O. Box 1327 • Manchester, New Hampshire 03105-1327

Tel: (603) 626-4600 • Fax: (603) 623-6362 • [speakup@casanh.org](mailto:speakup@casanh.org) • [www.casanh.org](http://www.casanh.org)

November 19, 2004

Mr. Gary Gilmore  
Chair, McConnell Steering Committee  
McConnell Building  
Dover, N.H. 03820

Dear Mr. Gilmore,

This letter serves to notify you and the Steering Committee of CASA's commitment to becoming a tenant at the McConnell Center. We are grateful for the opportunity to better serve our clients in the Dover area, and have appreciated the time you have spent with us in explaining this whole process.

Very truly yours,

*Jenny A. Sheehan*      *Jack Capelas*

Jenny A. Sheehan and Jack Capelas  
C.A.S.A. Guardian ad Litem Supervisors

c.c. Steven J. Stancel, Marcia Sink

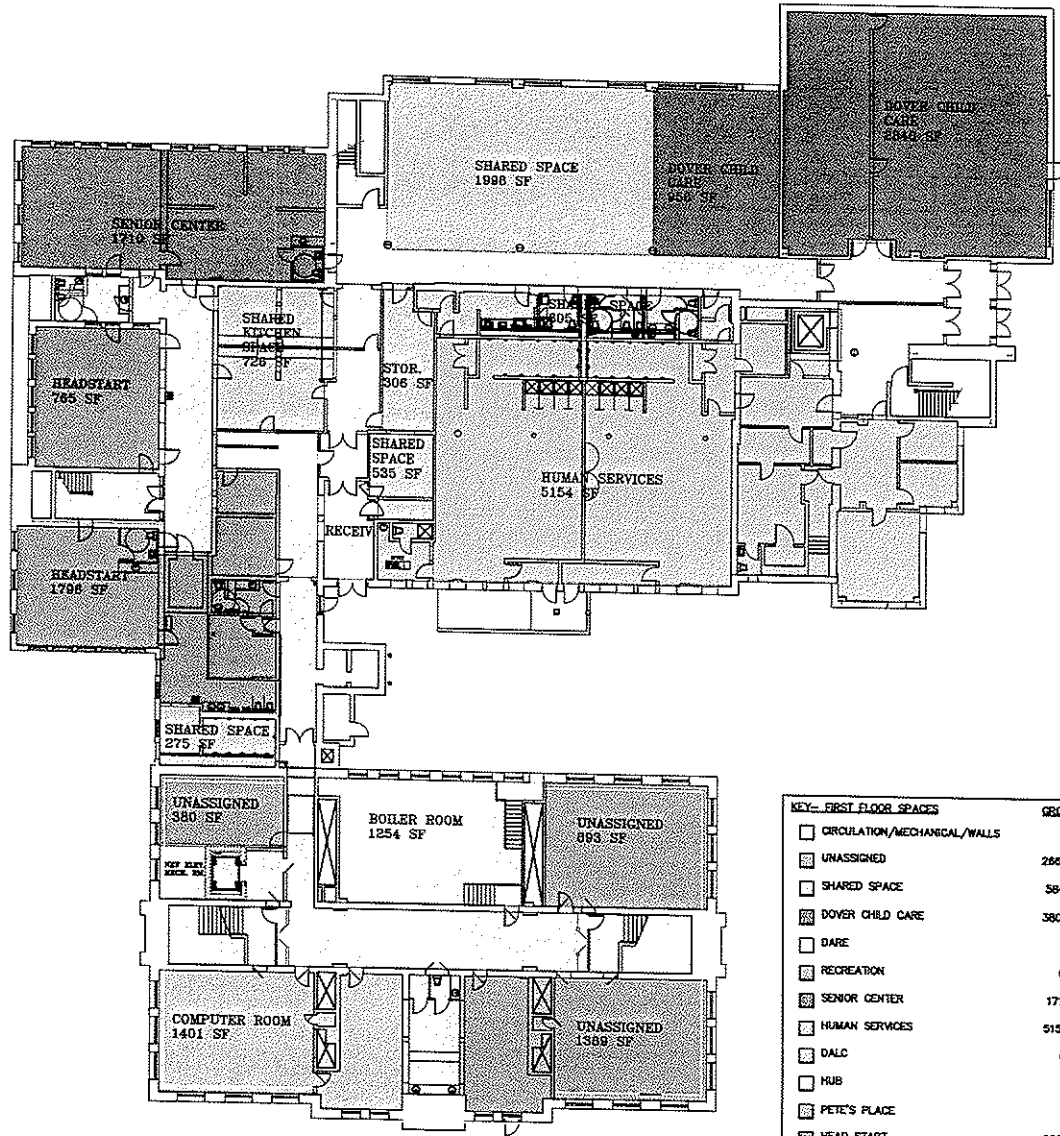
Berlin - P.O. Box 566 • Berlin, NH 03570 • (603) 752- 3439 • Fax: (603) 752-4862  
Keene - 39 Central Square • Room 303 • Keene, NH 03431 • (603) 358-4012 • Fax: (603) 358-4015  
Plymouth - 258 Highland Street • Suite 21 • Plymouth, NH 03264 • (603) 536-1663 • Fax: (603) 536-7528  
Rochester - One Wakefield Street • Suite 224 • Rochester, NH 03867 • (603) 332-8350 • Fax: (603) 332-2768

Member of The National Court Appointed Special Advocate Association





McConnell Center: Space Analysis									
	Sq. Foot	No Rent	City	Rentable	Other Income				
Circulation	36,736	36,736							
Un-Assigned (biue on floor plan)	6732			6732					
Computer Lab	1401			1401					
Shared Space (bathrooms & data/mechanical)	4054	4054							
Shared Space (Kitchen)	726		726						
Shared Space (rooms)	5074		5074						
DCC	4202								
Police Outreach	2962		2962						
Recreation	11484		11484						
Senior Programming	1710		1710						
Human Services	5154		5154						
DALC	5338			5338					
HUB	2813			2813					
WDH Outreach	2891			2891					
Head Start	2561			2561					
Charter School	9057			9057					
<b>TOTAL SQUARE FOOTAGE</b>	<b>102,895</b>	<b>40,790</b>	<b>27,110</b>	<b>34,995</b>					
<b>MAXIMUM RENTABLE SF (City and Rentable Space)</b>									<b>62,105</b>
<b>Percentage of rentable space</b>			<b>44%</b>	<b>56%</b>					
<b>Percentage of total space</b>		<b>40%</b>	<b>26%</b>	<b>34%</b>					<b>60%</b>



PROPOSED FIRST FLOOR PLAN

KEY - FIRST FLOOR SPACES		KEY - BUILDING TOTALS	
	GROSS SF		GROSS SF
<input type="checkbox"/> CIRCULATION/MECHANICAL/WALLS		<input type="checkbox"/> CIRCULATION/MECHANICAL/WALLS	36487 SF
<input checked="" type="checkbox"/> UNASSIGNED	2862 SF	<input checked="" type="checkbox"/> UNASSIGNED	6732 SF
<input type="checkbox"/> SHARED SPACE	5846 SF	<input type="checkbox"/> SHARED SPACE	10568 SF
<input checked="" type="checkbox"/> DOVER CHILD CARE	3804 SF	<input checked="" type="checkbox"/> DOVER CHILD CARE	3804 SF
<input type="checkbox"/> DARE	0 SF	<input type="checkbox"/> DARE	2925 SF
<input type="checkbox"/> RECREATION	0 SF	<input type="checkbox"/> RECREATION	11564 SF
<input checked="" type="checkbox"/> SENIOR CENTER	1710 SF	<input checked="" type="checkbox"/> SENIOR CENTER	1710 SF
<input checked="" type="checkbox"/> HUMAN SERVICES	5154 SF	<input checked="" type="checkbox"/> HUMAN SERVICES	5154 SF
<input type="checkbox"/> DALC	0 SF	<input checked="" type="checkbox"/> DALC	5441 SF
<input type="checkbox"/> HUB	0 SF	<input type="checkbox"/> HUB	2813 SF
<input checked="" type="checkbox"/> PETE'S PLACE	0 SF	<input checked="" type="checkbox"/> PETE'S PLACE	2879 SF
<input checked="" type="checkbox"/> HEAD START	2561 SF	<input checked="" type="checkbox"/> HEAD START	2561 SF
<input checked="" type="checkbox"/> CHARTER	0 SF	<input checked="" type="checkbox"/> CHARTER	9057 SF
		<b>BUILDING TOTAL</b>	<b>101695 SF</b>

LASSEL ARCHITECTS PA  
 84 HIGHLAND AVE  
 SOUTH BERWICK, MAINE 03906  
 207.344.2048

**McCONNELL CENTER**  
 RENOVATION PROJECT

DOVER, NH

REVISIONS

NO. DATE

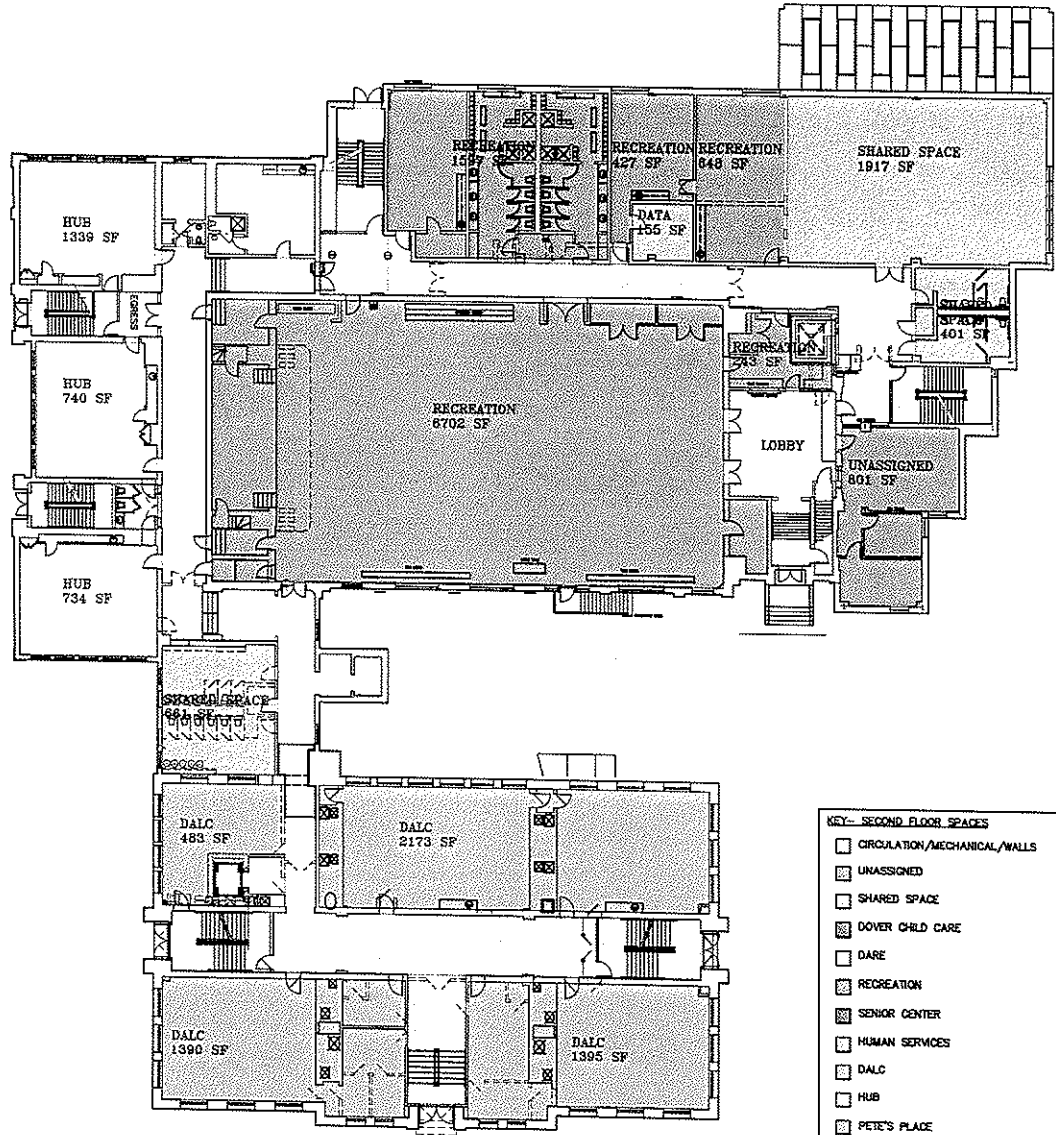
FF\_PLAN

SCALE: NTS  
 DATE: 12/01/04  
 REF. NAME: USES\_112904.DWG

DRAWN BY: MAIB  
 CHECK BY: MWL

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PROPOSED SECOND FLOOR PLAN

KEY - SECOND FLOOR SPACES		KEY - BUILDING TOTALS	
	GROSS SF		GROSS SF
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<input type="checkbox"/> UNASSIGNED	801 SF	<input type="checkbox"/> UNASSIGNED	6732 SF
<input type="checkbox"/> SHARED SPACE	3134 SF	<input type="checkbox"/> SHARED SPACE	10588 SF
<input type="checkbox"/> DOVER CHILD CARE	0 SF	<input type="checkbox"/> DOVER CHILD CARE	3804 SF
<input type="checkbox"/> DARE	0 SF	<input type="checkbox"/> DARE	2925 SF
<input type="checkbox"/> RECREATION	9517 SF	<input type="checkbox"/> RECREATION	11584 SF
<input type="checkbox"/> SENIOR CENTER	0 SF	<input type="checkbox"/> SENIOR CENTER	1710 SF
<input type="checkbox"/> HUMAN SERVICES	0 SF	<input type="checkbox"/> HUMAN SERVICES	5154 SF
<input type="checkbox"/> DALC	5441 SF	<input type="checkbox"/> DALC	5441 SF
<input type="checkbox"/> HUB	2813 SF	<input type="checkbox"/> HUB	2813 SF
<input type="checkbox"/> PETE'S PLACE	0 SF	<input type="checkbox"/> PETE'S PLACE	2879 SF
<input type="checkbox"/> HEAD START	0 SF	<input type="checkbox"/> HEAD START	2581 SF
<input type="checkbox"/> CHARTER	0 SF	<input type="checkbox"/> CHARTER	9057 SF
		<b>BUILDING TOTAL</b>	<b>101693 SF</b>

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 64 HIGHLAND AVE  
 SOUTH BERWICK, MAINE 03908  
 207 384 2848

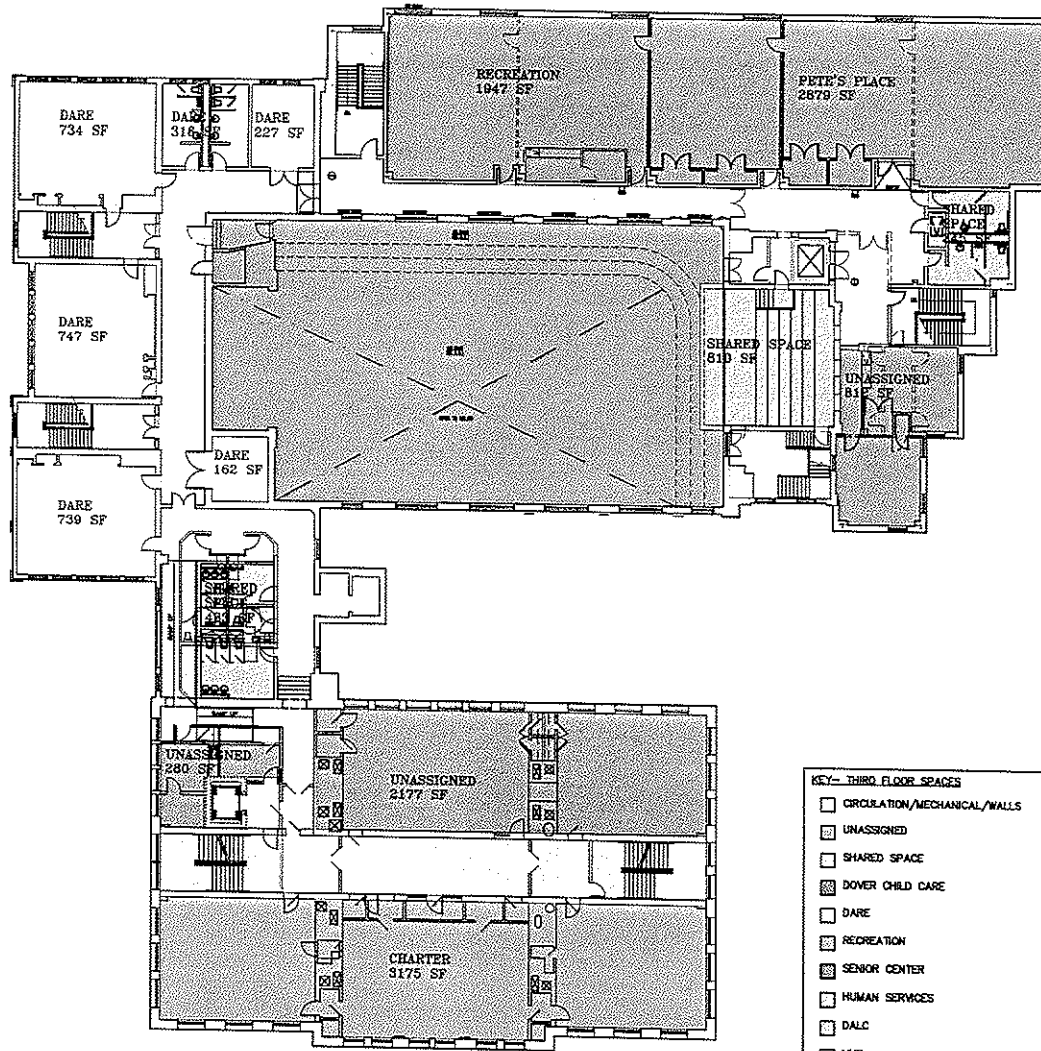
**McCONNELL CENTER**  
 RENOVATION PROJECT  
 DOVER, NH

REVISIONS	
NO.	DATE

SF_PLAN	
SCALE: NTS	DRAWN BY: MMS
DATE: 12/01/04	CHKD BY: MWL
REF. NAME: USES_112904.DWG	

**A1.2**

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PROPOSED THIRD FLOOR PLAN

KEY- THIRD FLOOR SPACES		KEY- BUILDING TOTALS	
	GROSS SF		GROSS SF
<input type="checkbox"/> CIRCULATION/MECHANICAL/WALLS		<input type="checkbox"/> CIRCULATION/MECHANICAL/WALLS	36487 SF
<input checked="" type="checkbox"/> UNASSIGNED	3269 SF	<input checked="" type="checkbox"/> UNASSIGNED	6732 SF
<input type="checkbox"/> SHARED SPACE	1588 SF	<input type="checkbox"/> SHARED SPACE	10568 SF
<input type="checkbox"/> DOVER CHILD CARE	0 SF	<input type="checkbox"/> DOVER CHILD CARE	3604 SF
<input type="checkbox"/> DARE	2925 SF	<input type="checkbox"/> DARE	2925 SF
<input checked="" type="checkbox"/> RECREATION	1947 SF	<input checked="" type="checkbox"/> RECREATION	11584 SF
<input type="checkbox"/> SENIOR CENTER	0 SF	<input type="checkbox"/> SENIOR CENTER	1710 SF
<input type="checkbox"/> HUMAN SERVICES	0 SF	<input type="checkbox"/> HUMAN SERVICES	5154 SF
<input type="checkbox"/> DALC	0 SF	<input type="checkbox"/> DALC	5441 SF
<input type="checkbox"/> HUB	0 SF	<input type="checkbox"/> HUB	2813 SF
<input checked="" type="checkbox"/> PETE'S PLACE	2879 SF	<input checked="" type="checkbox"/> PETE'S PLACE	2879 SF
<input type="checkbox"/> HEAD START	0 SF	<input type="checkbox"/> HEAD START	2581 SF
<input checked="" type="checkbox"/> CHARTER	3175 SF	<input checked="" type="checkbox"/> CHARTER	9057 SF
		<b>BUILDING TOTAL</b>	<b>101895 SF</b>

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SOUTH BERWICK, MAINE 03903  
207 384 2049

**McCONNELL CENTER**  
RENOVATION PROJECT

DOVER, NH

REVISIONS	
NO.	DATE

TF_PLAN	
SCALE:	NTS
DATE:	12/01/04
REF. NAME:	USES_112904.DWG
DRAWN BY:	MMB
CHKD BY:	MWL

**A1.3**

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## McConnell Center Parking Analysis

The Planning Department has prepared this analysis of parking needs and availability for the rentable space in the McConnell Center to determine whether the adjacent Library Parking facility is adequate or not, and to determine what steps should be taken, if any, to maximize parking spaces or availability. Staff collected information from the Rizzo Downtown Traffic and Parking Study draft, dated October 20, 2004. Staff also collected data from the Police Department, Parking & Traffic Enforcement Division, and gathered data from direct observations.

After a review of the data, staff concludes that there will be adequate parking for the uses, both existing and proposed, at the Center. The principal parking area for City Hall, the Library and the McConnell Center, located behind the Public Library, currently has an average utilization of only 60%, so there is ample parking capacity. Refer to the attached tables and figures taken from Rizzo Associates' Dover Downtown Traffic and Parking Study, dated October 20, 2004 (draft). The lot has approximately 80-85 spaces available during weekday business hours based on the Rizzo study and staff observations. That fact, plus the roll-over availability of the 39-2 hour spaces, leads to the conclusion that there will be enough parking availability in the Library lot for 107 spaces required by the proposed uses for the City and rentable space in the Center. It is recommended that the two spaces currently used for dumpsters be returned to use as parking spaces as soon as possible. Additionally, spaces in the southwest corner of the facility are not useable because of vegetative overgrowth. The lot should be trimmed back to maximize all parking spaces. Finally, striping is fading, making efficient parking within marked spaces difficult, especially along the western side of the facility. The lot should be striped for efficient use of space as soon as possible.

The maximum City and rentable area for the McConnell Center totals 62,105 sq. ft. Using the Community Facility use parking calculation from the Dover Zoning Ordinance of 1 space per 400 sq. ft., the parking spaces required would be 156. This is the most conservative parking calculation. Recognizing that the HUB and DALC already occupy and use their calculated 21 spaces, the required amount becomes 135. However, if the proposed uses are broken down individually and calculated using the appropriate zoning section, the total comes to 128 spaces required, with 21 spaces already in use by the HUB and DALC, the total becomes 107. Shared space is not added because those users would already be in parking spaces designated for those uses. Police Outreach, Recreation, and Human Services employees and their patrons are already counted as current space users. Therefore, the 107 space requirement is a well-considered, conservative value.

The Library facility currently contains approximately 210 spaces, broken into three groups; 5 handicap spaces, 16 Library patron only spaces (not enforced), 148 permit spaces (not including 2 currently used by dumpsters near the Center) and 39-2 hour time parking spaces.

The permit allocation is administered by the Police Department. Currently, 13 business permits at \$20 each are active and 7 resident permits at \$5 each are active. The HUB and DALC are allocated permits at no charge, but the traffic enforcement officers find that the students' permits for DALC are rarely used. City Hall employee stickers' number between 80-90, however the

number using the lot is much lower because of multiple stickers per employee and variability in use of the lot. Finally, winter parking ban stickers are issued for winter use at no charge for parking in the lot after normal business hours. The permits number around 40 per year. The residents must vacate the lot prior to 8:00 AM daily. As with any permit program, the lot is over-subscribed because of the shared and variable time use of the multiple uses requiring spaces.

**Table 3-8 Parking Availability for Major Downtown Destinations**

	<b>Cocheco Falls Mill</b>	<b>One Washington Center Mill</b>	<b>City Hall Area</b>	<b>Central Avenue Commercial</b>
<b>1/8th Mile Radius (2-3 min walk)</b>	<b>Long-Term</b>	<b>Long-Term</b>	<b>Long-Term</b>	<b>Short-Term</b>
On-Street				
Supply	23	11	98	318
Available - Morning	21	8	87	158
Available - Afternoon	15	8	51	147
Off-Street				
Supply	401	416	323	78
Available - Morning	244	279	207	8
Available - Afternoon	238	263	195	27
Total				
Supply	424	427	421	396
Available - Morning	265	287	274	166
Available - Afternoon	253	269	246	174
<b>1/4th Mile Radius (4-6 min walk)</b>	<b>All Parking</b>	<b>All Parking</b>	<b>All Parking</b>	
On-Street				
Supply	472	302	377	
Available - Morning	224	123	123	
Available - Afternoon	255	147	163	
Off-Street				
Supply	1,692	1,230	1,381	
Available - Morning	871	448	509	
Available - Afternoon	724	438	582	
Total				
Supply	2,164	1,532	1,758	
Available - Morning	895	571	632	
Available - Afternoon	979	585	745	

**Table 2-8 On-Street Parking Supply and Demand**

	Two-Hour Parking			Unrestricted			Total		
	Supply	Utilization		Supply	Utilization		Supply	Utilization	
		AM	PM		AM	PM		AM	PM
Zone 1	95	53%	58%	12	83%	75%	107	56%	60%
<b>Zone 2</b>	94	49%	53%	113	83%	67%	207	68%	61%
Zone 3	19	58%	11%	8	100%	88%	27	70%	33%
Zone 4	174	48%	35%	0	0%	0%	174	48%	35%
Zone 5	48	25%	27%	27	41%	30%	75	31%	28%
Zone 6	27	33%	67%	40	33%	48%	67	33%	55%
Zone 7	36	44%	31%	52	29%	8%	88	35%	17%
Zone 8	15	47%	47%	72	71%	51%	87	67%	51%
Zone 9	0	0%	0%	0	0%	0%	0	0%	0%
<b>Total</b>	508	46%	43%	324	62%	49%	832	53%	45%

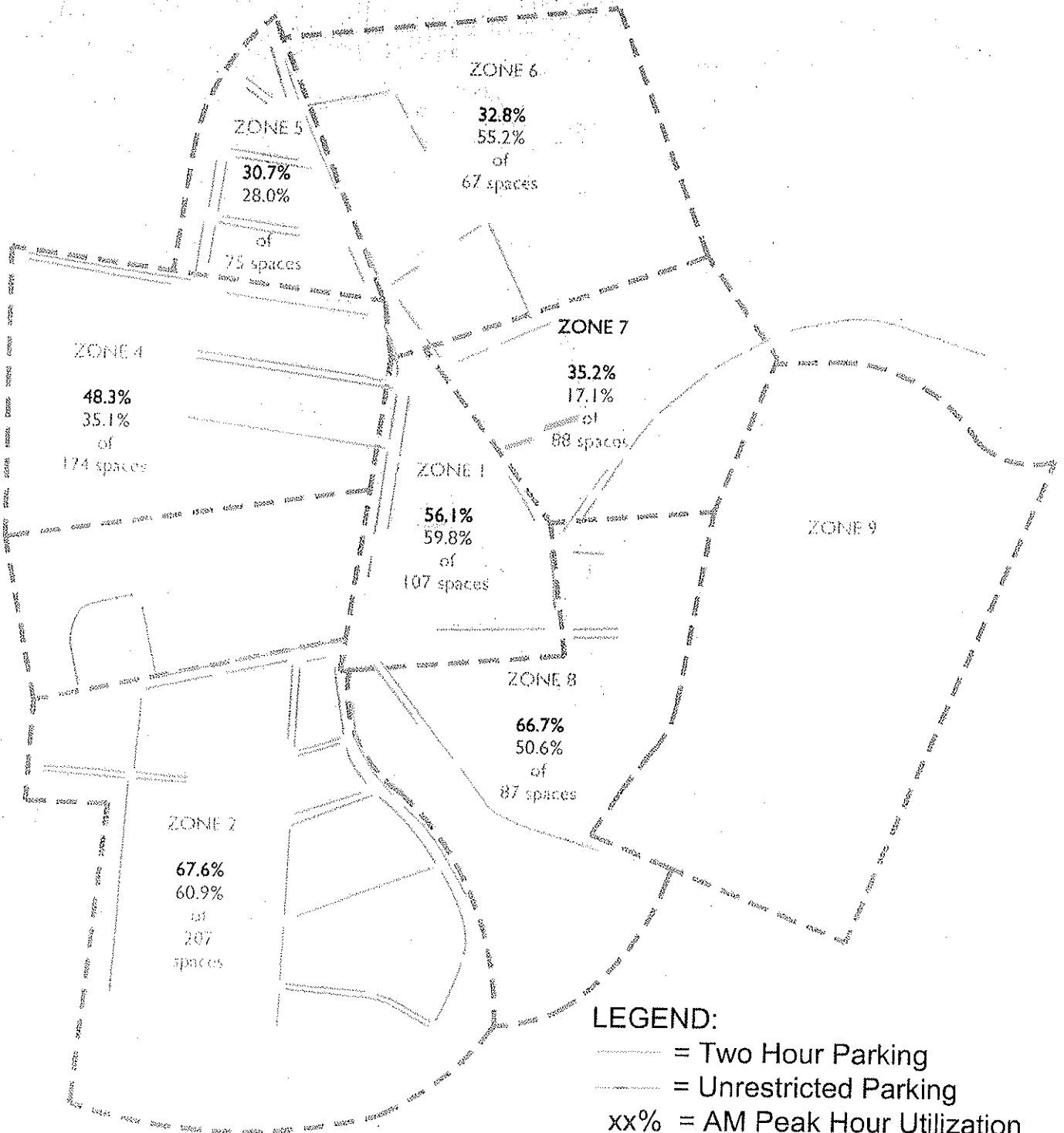
**Table 2-10 Off-Street Parking Supply and Demand**

	Municipal Permit	Public Metered	Private Customer	Private Employee	Private Resident	Unrestricted	Total	Total Utilization	
								AM	PM
Zone 1	0	0	113	114	21	0	248	51%	58%
<b>Zone 2</b>	196	18	292	37	20	83	646	61%	55%
Zone 3	94	60	147	26	77	0	404	69%	54%
Zone 4	79	0	252	263	39	0	633	46%	43%
Zone 5	0	0	46	0	0	124	170	48%	48%
Zone 6	0	0	251	0	12	0	263	45%	38%
Zone 7	66	0	81	19	0	43	209	49%	51%
Zone 8	21	0	92	247	34	0	394	60%	64%
Zone 9	0	0	0	186	0	0	186	68%	69%
<b>Total</b>	456	78	1,274	892	203	250	3,153	56%	53%



**McConnell Center: Space Analysis**

	Sq. Foot	No Rent	City	Rentable Income	Other	Total	Pkrg Req'd.	Pkrg. Calc.
Circulation	36,736	36,736						
<i>Un-Assigned (blue on floor plan)</i>	6732						n/a	
Computer Lab	1401			6732			<b>21</b>	1per325sqft
Shared Space (bathrooms & data/mechanical)	4054	4054		1401			shared	
Shared Space (Kitchen)	726		726				shared	
Shared Space (rooms)	5074		5074				shared	
DCC	4202						shared	
Police Outreach	2962		2962	4202			<b>16</b>	1per5/80total
Recreation	11484		11484				existing	
Senior Programming	1710		1710				existing	
Human Services	5154		5154				existing	
DALC	5338						existing	
HUB	2813			5338			<b>14</b>	1per400sqft
WDH Outreach	2891			2813			<b>7</b>	1per400sqft
Head Start	2561			2891			<b>12</b>	1per250sqft
Charter School	9057			2561			<b>15</b>	35sqftperstudent/1per5
TOTAL SQUARE FOOTAGE	102,895	40,790	27,110	9057			<b>43</b>	1per6@160/1perstaff@16
<b>MAXIMUM RENTABLE SF (City and Rentable Space)</b>				34,995		<b>total</b>	<b>128</b>	
Percentage of rentable space			44%	56%		<b>62,105</b>	<b>156</b>	1per400sqft
Percentage of total space		40%	26%	34%		<b>60%</b>		



**LEGEND:**

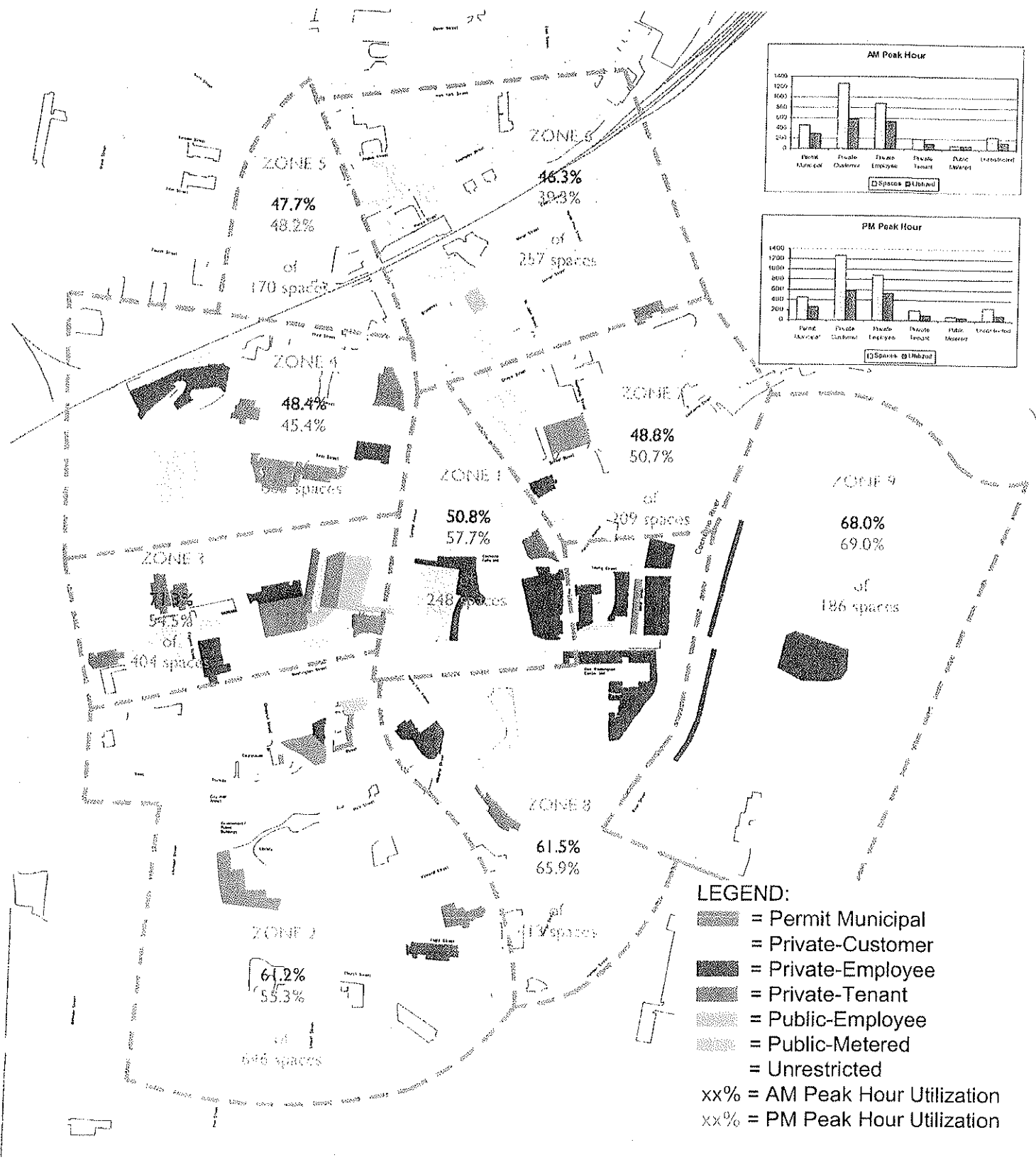
- = Two Hour Parking
- - - - - = Unrestricted Parking
- xx% = AM Peak Hour Utilization
- xx% = PM Peak Hour Utilization



550 0 275 550

Approximate Scale (in feet)

Downtown Dover  
Transportation Study  
Dover, New Hampshire



550 0 275 550

Approximate Scale (in feet)

**RIZZO**  
 ASSOCIATES  
 A TEIRA TECH COMPANY

Downtown Dover  
 Transportation Study  
 Dover, New Hampshire

Off-Street Parking  
 Supply and Utilization Figure 2-14

**LIBRARY LOT PERMITS – November 30, 2004**

- **\$20/mo. Business permits**

10	Robbins Auto Parts
3	Other (90 Washington Street Businesses)
13	Total

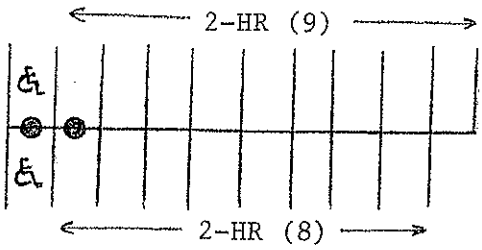
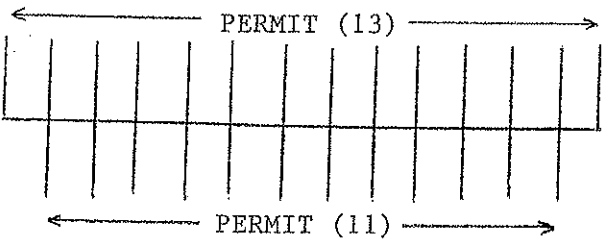
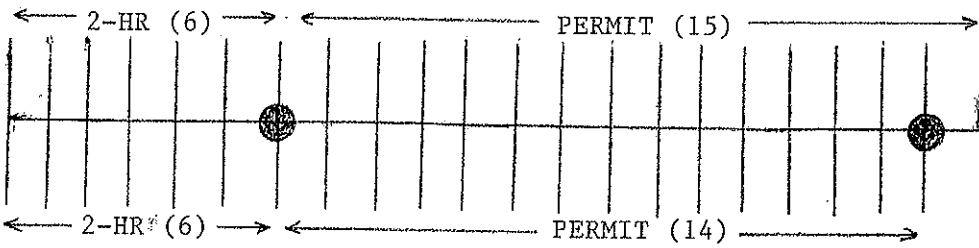
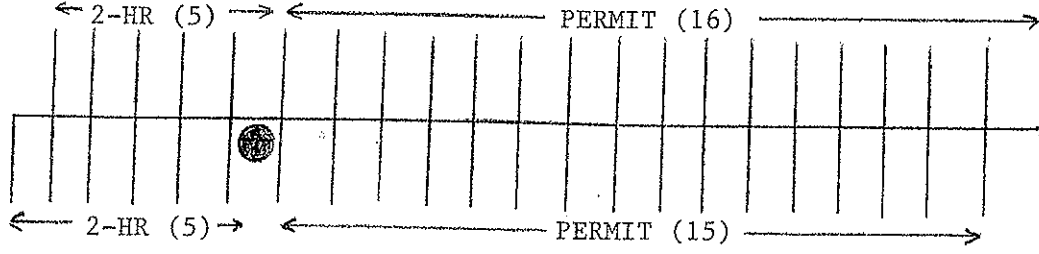
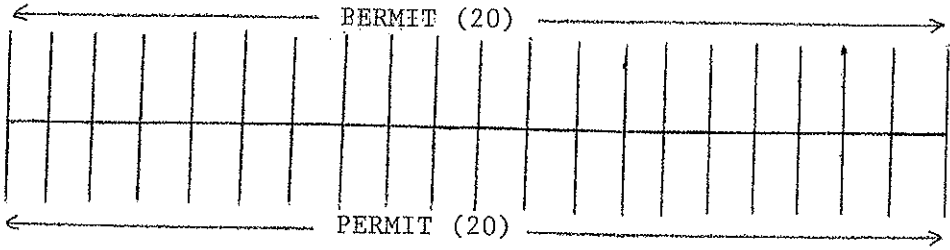
- **\$5/mo. Resident Permits**

7	From Atkinson, Belknap, or Locust Street areas, probably will increase to 15-20 over month of December
---	--

- **Other Permits**

7	HUB staff members (no charge)
6	HUB clients, permits to be used at peak times when the 2-hour sections are full (no charge)
44	DALC staff/clients (no charge) - renewed every semester, handed out by DALC to students who would be attending classes during the day (I find that these permits are rarely used in the lot, even by DALC staff members.)
80-90 (est.)	Dover City employees with stickers (we do not track the number of stickers issued)
40 (variable)	Winter parking permits issued for residents in surrounding neighborhoods, Dec. 1 thru April 1, no charge, parking for evening and overnight only (must be out by 8:00 AM.)

LIBRARY PATRONS ONLY (16)



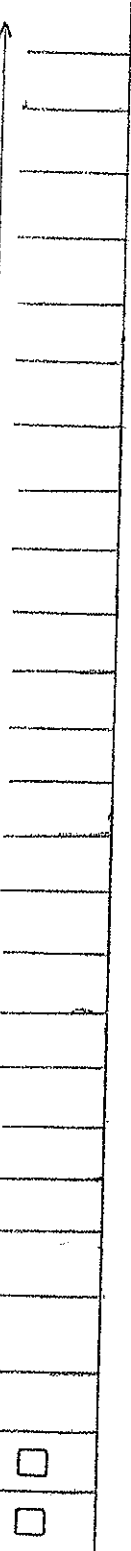
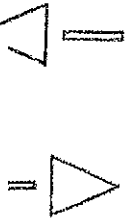
SPACE BREAKDOWN:

- 148 PERMIT
- 39 TWO-HOUR
- 16 LIBRARY ONLY
- 5 HANDICAP

---

- 208 TOTAL

DUMPSTERS  
 PERMIT (24)



**DOVER CODE**

170-45

170-45

**170-45. Required spaces.**

The following number of spaces shall be required according to the use of the structure. Each space shall be provided with adequate maneuvering space.

- A. Residential dwellings containing one (1) to four (4) units shall support two (2) parking spaces for each unit. [Amended 2-22-84 by Ord. No. 4-84]
- B. Multifamily dwelling: two (2) spaces for each dwelling unit. [Amended 6-10-87 by Ord. No. 13-87]
- C. Restaurants, excluding fast-food establishments: one (1) space per three (3) seats, plus one (1) per two (2) employees; or one (1) space per one hundred fifty (150) square feet of floor area as used, whichever is greater. Where there is a bar, one (1) space per two (2) stools.
- D. Fast-food establishments: one (1) space per every two (2) seats, plus one (1) space per each employee in the maximum shift; or one (1) space per fifty (50) square feet of gross floor area, plus one (1) space per each employee in the maximum shift, whichever is most applicable as determined by the Planning Board. [Amended 08-01-90 by Ord. No. 8-90]
- E. Wholesale distribution: one (1) space per eight hundred (800) square feet of gross floor space or one (1) space per employee in maximum shift, whichever is most applicable as determined by the Planning Board. [Amended 08-01-90 by Ord. No. 8-90]
- F. Manufacturing: one (1) space per each one and five-tenths (1.5) employees or one (1) space per five hundred (500) square feet of gross floor area, whichever is most applicable as determined by the Planning Board. [Amended 08-01-90 by Ord. No. 8-90]
- G. Hotel, motel, tourist home: one (1) space for each sleeping room, plus one (1) space for each four hundred (400) square feet of public meeting room.
- H. Office (general): one (1) space per three hundred twenty-five (325) square feet of gross floor space.
- I. Office (professional, medical): one (1) space per two hundred fifty (250) square feet of gross floor space or five (5) spaces per professional person keeping office and one (1) per each staff member, whichever is most applicable as determined by the Planning Board. [Amended 08-01-90 by Ord. No. 8-90]
- J. Retail I (service establishment, auto retail, real estate, laundry): one (1) space per three hundred (300) square feet of gross floor area.
- K. Retail II (furniture, hardware, carpets): one (1) space per six hundred (600) square feet of gross floor area.

## ZONING

170-45

170-45

- L. Retail III (food retail): one (1) space for two hundred (200) square feet of net floor area.
- M. Retail IV (general, including drugs, clothing): one (1) space for two hundred fifty (250) square feet of net floor area.
- N. Retail V (shopping center): one (1) space for every two hundred (200) square feet of gross leaseable space.
- O. Community facility (city building, recreation): one (1) space for each four hundred (400) square feet of gross floor space.
- P. Hospital and nursing home: one (1) space per each two (2) beds at design capacity.
- Q. Theater, auditorium, church: one (1) space for each four (4) seats of total seating capacity.
- R. Funeral Home: eight (8) spaces for each chapel with a minimum total of ten (10) spaces.
- S. Gasoline service station: three (3) spaces for each service bay, plus one (1) space per employee in the maximum shift.
- T. Mixed use: the sum of various uses computed separately.
- U. Other: closest similar use as shall be determined by the Director of Planning.
- V. Elderly multifamily: one (1) space for every two (2) units. [Added 9-24-80 by Ord. No. 15-80]
- W. Rooming house, Bed and Breakfast: one and one-half (1 1/2) spaces per sleeping room. [Amended 08-01-90 by Ord. No. 8-90]
- X. Adult Day Care: One (1) space per employee and agency vehicle plus five (5) visitor spaces. Said use shall provide adequate drop off and pick up sites in order to facilitate vehicular passage and protect pedestrian safety. [Added 09-15-93 by Ord. No. 19-93]
- AA. Elderly Assisted Care Home: One space per two (2) beds plus one (1) space per employee on the largest shift. [Added 09-15-93 by Ord. No. 19-93]
- BB. Congregate Care Facility: One (1) space per apartment style unit, one (1) space per two nursing home style units and one (1) spacer per employee on the largest shift. [Added 09-15-93 by Ord. No. 19-93]

**DOVER CODE**

**170-45**

**170-46**

CC. Nursing Home: One (1) space per two (2) bedrooms plus one (1) space per employee on the largest shift. [Added 09-15-93 by Ord. No. 19-93]

DD. Group Home for Minors: One (1) space per two (2) occupants, plus (1) space per employee on the largest shift. [Added 09-01-93 by Ord. No. 20-93]

EE. Child Care Facility: One (1) space for each five (5) children at maximum capacity. [Added 02-17-99 by Ord. No. 25-98]

FF. Educational Institution – Grades K-8: One (1) space per teacher or other employee and one (1) space for each five (5) seats in the largest assembly room, including auditorium and gymnasium. [Added 02-17-99 by Ord. No. 25-98]

GG. Educational Institution – Grade 9-12 or Private College: One (1) space per six students, at building capacity, plus one (1) space per faculty member. [Added 02-17-99 by Ord. No. 25-98]

**170-46. Loading spaces.**

In all districts, no nonresidential structure shall be erected, enlarged or used unless off-street loading spaces are provided as specified herein.

- A. Off-street loading spaces shall be provided on the same lot as the principal use they are intended to serve. In no instance shall an off-street loading space be counted as part of an area to satisfy the off-street parking requirements and vice versa.
- B. No loading bay in a nonresidential district shall be located within one hundred (100) feet of a residential district boundary or within one hundred (100) feet of the lot line of an abutting residential use.
- C. All bays shall be located at the side or rear of the building they are intended to serve.
- D\*. The minimum number of required loading spaces shall be determined by the Planning Board. [Added 02-20-91 by Ord. No. 02-91]

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\* Editor's Note: Previous table illustrating number of loading spaces has been replaced by subsection D, per Ord. No. 02-91



<b>McCONNELL CENTER / Project Summary / PHASING BUDGET</b>			
<b>Phase One - Base Building - 2005/2006</b>		<b>Phase Two - Tenant Fit-Out</b>	
<b>TASK</b>	<b>COST</b>	<b>TENANT</b>	<b>COST</b>
Partial Sitework	\$350,000	Dover Adult Learning Center	\$85,000
New Entry	\$187,465	Police Outreach	\$80,000
Unused Spaces (sprinklers only)	Included in MEP below	Head Start	\$112,000
Circulation/Life Safety/Stairs	\$607,110	Hospital Outreach	\$118,315
Mech, Elec, Plumb, Sprinklers	\$1,327,805	HUB	\$85,370
Shared Spaces	\$310,225	Human Services	\$112,880
Partial A/C (Estimated total A/C = \$451,000)	\$250,000	Pre-School	\$196,685
		Recreation	\$645,560
		Senior Center	\$77,335
Notes: Elevators and Windows in separate budget		A/C Completion	\$201,000
		Kitchen Equipment	\$125,000
		Site Completion	\$234,585
(All costs include 10% General Conditions, 12% Overhead & Profit, 15% Contingency and 1% Bonds)		(Funding Sources and Final Budget to be set during Fiscal Year 2005)	
<b>Subtotal</b>	<b>\$3,032,605</b>	<b>Subtotal</b>	<b>\$2,073,730</b>
10% Fees (Architectural/Engineering)	\$303,261	10% Fees (A/E)	\$207,373
Hazardous Material Abatement	\$358,500		
		<b>Phase Two Total</b>	<b>\$2,281,103</b>
<b>Fiscal 2005/2006 Total</b>	<b>\$3,694,366</b>		
		All costs include 10% General Conditions, 12% Overhead & Profit, 15% Contingency and 1% Bonds	
<b>Fiscal 2005 Budget</b>	<b>\$2,500,000</b>		
<b>Fiscal 2006 Budget</b>	<b>\$1,194,366</b>		
		<b>Grand Total for Entire Project</b>	<b>\$5,975,469</b>

Operating Budget

	2003	2004	2005	2007 Projected	Notes
Electrical	\$14,000	\$16,481	\$22,000	\$46,350	Electricity usage at full capacity is based upon percentage of current building using electricity and potential additionally usage's
Oil	\$18,240	\$34,004	\$32,000	\$0	Switch from Oil to Natural Gas
Custodial	\$35,000	\$37,000	\$39,000	\$131,355	Increase from 1 Full Time Custodian to 3 at full capacity. Might be able to phase in Custodians
Water	\$716	\$750	\$1,000	\$2,045	Water is based upon average rate of use of former capacity multiplied by Current rate, \$2.68.
Sewer	\$981	\$1,000	\$2,173	\$3,130	Sewer is based upon average rate of use of former capacity multiplied by Current rate, \$4.01.
Natural Gas	\$600	\$600	\$600	\$37,380	Currently, Nat. Gas is used for burner pilot lights only, conversion to Gas is recommended in future
Insurance	\$12,000	\$12,000	\$12,000	\$12,000	
	\$81,537	\$101,835	\$108,773	\$232,260	

# City of Dover

## Cash Flow Analysis of McConnell Center

		Rate per Square Foot										
		8.00	8.00	8.00	8.25	8.25	8.25	8.25	8.50	8.50	8.50	
		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
<b>Revenue</b>	SF											
City Agencies	27,110		216,880	216,880	216,880	223,658	223,658	223,658	223,658	230,435	230,435	230,435
Non-City Agencies	34,995		279,960	279,960	279,960	288,709	288,709	288,709	288,709	297,458	297,458	297,458
Total Revenue	62,105	-	496,840	496,840	496,840	512,366	512,366	512,366	512,366	527,893	527,893	527,893
<b>Expenses</b>												
O&M:												
Custodial	4.3%		131,355	136,938	142,757	148,825	155,150	161,744	168,618	175,784	183,255	191,043
Electrical	3.0%		46,350	47,741	49,173	50,648	52,167	53,732	55,344	57,005	58,715	60,476
Natural Gas	5.0%		37,380	39,249	41,211	43,272	45,436	47,707	50,093	52,597	55,227	57,989
Water/Sewer	3.5%		5,175	5,356	5,544	5,738	5,938	6,146	6,361	6,584	6,814	7,053
Insurance	0.0%		12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Total O&M		-	232,260	241,283	250,685	260,482	270,691	281,330	292,416	303,970	316,011	328,561
Debt Service:												
Principal		-	-	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Interest		125,000	125,000	125,000	118,750	112,500	106,250	100,000	93,750	87,500	81,250	75,000
Total Debt Service		125,000	125,000	250,000	243,750	237,500	231,250	225,000	218,750	212,500	206,250	200,000
Total Expenses		125,000	357,260	491,283	494,435	497,982	501,941	506,330	511,166	516,470	522,261	528,561
Net Income (Loss)		(125,000)	139,580	5,557	2,405	14,384	10,425	6,037	1,200	11,423	5,631	(668)
Cummulative Balance (Deficit)		(125,000)	14,580	20,137	22,542	36,926	47,351	53,388	54,588	66,010	71,641	70,973

# City of Dover

## Cash Flow Analysis of McConnell Center

		Rate per Square Foot										
		8.00	8.00	8.00	8.25	8.25	8.25	8.25	8.50	8.50	8.50	
		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
<b>Revenue</b>	SF											
City Agencies	27,110		216,880	216,880	216,880	223,658	223,658	223,658	223,658	230,435	230,435	230,435
Non-City Agencies	34,995		279,960	279,960	279,960	288,709	288,709	288,709	288,709	297,458	297,458	297,458
Total Revenue	62,105	-	496,840	496,840	496,840	512,366	512,366	512,366	512,366	527,893	527,893	527,893
<b>Expenses</b>												
O&M:												
Custodial	4.3%		131,355	136,938	142,757	148,825	155,150	161,744	168,618	175,784	183,255	191,043
Electrical	3.0%		46,350	47,741	49,173	50,648	52,167	53,732	55,344	57,005	58,715	60,476
Natural Gas	5.0%		37,380	39,249	41,211	43,272	45,436	47,707	50,093	52,597	55,227	57,989
Water/Sewer	3.5%		5,175	5,356	5,544	5,738	5,938	6,146	6,361	6,584	6,814	7,053
Insurance	0.0%		12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Total O&M		-	232,260	241,283	250,685	260,482	270,691	281,330	292,416	303,970	316,011	328,561
Debt Service:												
Principal		-	-	125,000	184,725	184,725	184,725	184,725	184,725	184,725	184,725	184,725
Interest		125,000	184,725	184,725	178,475	169,239	160,003	150,766	141,530	132,294	123,057	113,821
Total Debt Service		125,000	184,725	309,725	363,200	353,964	344,728	335,491	326,255	317,019	307,782	298,546
Total Expenses		125,000	416,985	551,008	613,885	614,446	615,419	616,821	618,671	620,989	623,793	627,107
<b>Net Income (Loss)</b>		(125,000)	79,855	(54,168)	(117,045)	(102,080)	(103,053)	(104,454)	(106,305)	(93,096)	(95,901)	(99,214)
<b>Cummulative Balance (Deficit)</b>		(125,000)	(45,145)	(99,313)	(216,358)	(318,438)	(421,491)	(525,945)	(632,250)	(725,347)	(821,248)	(920,462)

# City of Dover

## Cash Flow Analysis of McConnell Center

		Rate per Square Foot										
		9.50	9.50	9.50	10.00	10.00	10.00	10.00	10.00	10.00	10.00	
		2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
<b>Revenue</b>	SF											
City Agencies	27,110		257,545	257,545	257,545	271,100	271,100	271,100	271,100	271,100	271,100	271,100
Non-City Agencies	34,995		332,453	332,453	332,453	349,950	349,950	349,950	349,950	349,950	349,950	349,950
<b>Total Revenue</b>	62,105	-	589,998	589,998	589,998	621,050	621,050	621,050	621,050	621,050	621,050	621,050
<b>Expenses</b>												
O&M:												
Custodial	4.3%		131,355	136,938	142,757	148,825	155,150	161,744	168,618	175,784	183,255	191,043
Electrical	3.0%		46,350	47,741	49,173	50,648	52,167	53,732	55,344	57,005	58,715	60,476
Natural Gas	5.0%		37,380	39,249	41,211	43,272	45,436	47,707	50,093	52,597	55,227	57,989
Water/Sewer	3.5%		5,175	5,356	5,544	5,738	5,938	6,146	6,361	6,584	6,814	7,053
Insurance	0.0%		12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
<b>Total O&amp;M</b>		-	232,260	241,283	250,685	260,482	270,691	281,330	292,416	303,970	316,011	328,561
Debt Service:												
Principal		-	-	125,000	184,725	184,725	184,725	184,725	184,725	184,725	184,725	184,725
Interest		125,000	184,725	184,725	178,475	169,239	160,003	150,766	141,530	132,294	123,057	113,821
<b>Total Debt Service</b>		125,000	184,725	309,725	363,200	353,964	344,728	335,491	326,255	317,019	307,782	298,546
<b>Total Expenses</b>		125,000	416,985	551,008	613,885	614,446	615,419	616,821	618,671	620,989	623,793	627,107
<b>Net Income (Loss)</b>		(125,000)	173,013	38,989	(23,888)	6,604	5,631	4,229	2,379	61	(2,743)	(6,057)
<b>Cumulative Balance (Deficit)</b>		(125,000)	48,013	87,002	63,114	69,718	75,349	79,578	81,957	82,018	79,275	73,218

## Grant History

### Background

Mary Ellen Sheffield, former Executive Director of the HUB Family Resource Center took the lead in creating templates and applying for a series of grants. Her team including Jean Briggs, Federal Grants Administrator, Murray Ingraham, Curriculum Director at Dover High School and Jim Verschueren, Director of the Dover Adult Learning Center, was successful in procuring \$32,000 in grants to initiate this planning process.

### Grants Received:

- *Endowment for Health Grant* \$12,500
- *Partnership for Effective Nonprofits (PEN) Grant* \$4,500
- *New Hampshire Charitable Foundation Grant* \$15,000  
(Greater Piscataqua Community Foundation)

### Grant Objectives:

To create a comprehensive plan for the development of the McConnell Center into a Community Wellness and Education Center by engaging in an effective and collaborative planning process involving key stakeholders, city officials, education, health and social service providers.

### Project Objectives:

- 1 Initiate community stakeholders planning committee.
- 2 Develop a mission and vision.
- 3 Identify specific goals and objectives.
- 4 Develop process for tenant recruitment and selection to support mission.
- 5 Finalize recommendations for the Dover City Council.
- 6 Prepare community report.

## Grants – Moving Forward

Building upon the success of this first year, The McConnell Center Steering Committee expects to pursue the expertise of a grant writer to capitalize on a number of potential grant opportunities.

**While there are no guarantees, the McConnell Center project is uniquely suited for continued grant funding for the following reasons:**

- **A Record of Success** Funders are interested in maintaining project momentum.
- **Relationships** Positive relationships were established and exist with critical state foundations (i.e. NH Charitable Foundation).
- **Collaboration** Funding sources look favorably on collaborative projects.
- **Capacity Building** Foundations like to support projects that expand services and capacity.

## Opportunities

### State:

Second round funding from:

- Endowment for Health Grant:
- Partnership for Effective Nonprofits (PEN) Grant
- New Hampshire Charitable Foundation Grant  
(Greater Piscataqua Community Foundation)

### Federal:

- Opportunities identified through NH's Congressional Delegation
- U.S. Department of Education – Early Reading First Grants
- U.S. Department of Housing & Urban Development – CDBG Funds

### Private Foundations:

- Roy A. Hunt Foundation - Community Development Special Initiative
- Kresge Foundation – Capital Improvement Programs
- F.B Heron Foundation – Community Development

### Private Fund Raising

- Dover “Legacy Fund Campaign” - To generate contributions from private individuals, particularly those who attended school in the building.

**McConnell Center Reuse Participants Roster  
Steering Committee\* and Subcommittee Members  
Dover City Government Contractors**

<b>Name</b>	<b>Committee Position/Representation</b>	<b>Sub- Committee Assignment</b>	<b>Title</b>
Gary Gilmore*	Chair, Steering Committee	Executive	Community Member
Earle Goodwin*	Vice Chair, Steering Committee	Facilities	Community Member
Ron Ouellette	Chair, Facilities Committee	Executive	President, HUB Family Resource Center
Jack Buckley*	Chair, Tenants Committee	Executive	Director, Dover Housing Authority
Anthony McManus*	Chair, Governance Committee	Executive	Vice Chair, City Planning Bd
Amy Criswell*	Secretary		Community Member
Jason Hindle*	City Council Representative		Mayor Pro Tem
Matt Mayberry*	City Council Representative		Ward 3
Noreen Biehl*	Health Care Representative	Governance	Vice President of Community Relations, Wentworth-Douglass Hospital
Mary Ellen Sheffield*/Greg Burdwood	Non-Profit Representative	Tenants	HUB Family Resource Center
Jim Verschueren*	Non-Profit Representative	Facilities	Dover Adult Learning Center
Gary Bannon	Recreation Representative	Facilities	Director, Dover Recreation
Steve Stancel	City Planning	All	Director, Dover City Planning
Chris Parker	City Planning	All	Dover City Planning

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\* Indicates appointed to the Steering Committee by the Mayor and City Council



<b>Name</b>	<b>Committee Position/Representation</b>	<b>Sub- Committee Assignment</b>	<b>Title</b>
Brenda Iorio* Pat Meatty	Pre-school	Tenants	Head Start
Pam Priestler	Children/Parent Representative	Tenants	Community Member
Dot Hooper*	School System Representative	Governance	Chair, Dover School Board
Jean Briggs*	Ready to Learn Task Force	Facilities	Federal Grants Administrator
Murray Ingraham	Dover School	Tenants	Director of Curriculum, Dover School
Jackie Adams	Dover Schools	Tenants	Special Ed Pre-School
Mary Buese	Dover Schools	Tenants	Special Ed Pre-School

### **Contractors**

<b>Mike Lassel</b> Steve Silver 64 Highland St. South Berwick, ME 03908 207-384-2049 <a href="mailto:mlassel@lasselarchitects.com">mlassel@lasselarchitects.com</a>	Lassel Architects	Project Architects
<b>Elise Klysa</b> 16 Russia St. Newburyport, MA 01950 978-462-0774 <a href="mailto:Eklysa@comcast.net">Eklysa@comcast.net</a>	Community Consulting	Project Planning Consultant



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<a href="#">Local Maine</a>
<a href="#">Sports</a>
<a href="#">Business</a>
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Friday, April 2, 2004

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## Reuse plan for Dover school advances

By HIROKO SATO

Democrat Staff Writer

DOVER — With recently awarded grants in hand, the McConnell Center Ad Hoc Committee is moving forward with a plan to convert the former middle school building into a community center.

The group met Tuesday morning for the first time since it was formalized as the city's ad hoc committee to seek ways to rehabilitate the McConnell Center on Locust Street. The group was originally put together by Ready to Learn, a task force that has promoted early childhood education for many years in Dover.

The 13-member committee, which includes City Council, School Board and Planning Board representatives and officials from various agencies, is chaired by former Councilor Gary Gilmore, with former House Rep. Earle Goodwin serving as the vice chair. Resident Amy Criswell will serve as the secretary.

The group envisions the future McConnell Center to be a "community campus kind of building" with recreational, educational and health care facilities, according to Jean Briggs, federal projects coordinator for the School District. The building would serve various needs of all generations, she has said.

The committee has recently received \$12,500 in a Endowment for Health grant through the HUB Family Resource Center and \$4,500 in a Partnership for Effective Nonprofits grant, according to Briggs. Another \$1,700 may be coming in under a different grant program.

The money will be used to hire a consultant to help the committee come up with a concrete plan for the building by December.

At the Tuesday meeting, members created government, finance, facilities and hiring committees, Briggs said. The hiring committee will look for a consultant.

The committee is also scheduled to tour Community Campus, a Portsmouth community center, on April 19.

A final plan would be submitted to the City Council before it approves a capital improvements program for the following year.

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[Business](#)  
[Obituaries](#)  
[Opinion](#)  
[Sunday](#)  
[Week of News](#)



Saturday, April 24, 2004

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## Ready to Learn Task Force affirms effort for community

By HIROKO SATO

Democrat Staff Writer

DOVER — Susan Bunting knows firsthand it takes a lot of effort to pull community resources together to create a support network for those needing help.

"If you want collaboration, you want some serious planning," said Bunting, director of the Community Campus of Portsmouth, which offers various services to families with emphasis on adolescents.

Dover Ready to Learn Task Force members reaffirmed their commitment to similar efforts to open a downtown community center on Friday during their 11th annual Breakfast of Champions. Bunting was one of the speakers for this year's breakfast. The event took place at the McConnell Center — the former middle school building on Locust Street that the group hopes to turn into the Cocheco Community Campus. Titled "Delivering the dream... 'Cocheco Community Campus' at McConnell," the event included a panel discussion on the project as well as remarks by keynote speaker Bruce Mallory, provost and executive vice president of academic affairs at the University of New Hampshire.



Dr. Susan Bunting, director of the Community Campus in Portsmouth, addresses attendees at the Dover Ready to Learn Task Force annual Breakfast of Champions on Friday at the McConnell Center. (Mike Ross/Chief photographer)

The event also served as a birthday party for the HUB Family Resource Center, which is celebrating its 10th anniversary. The center was established through Dover Ready to Learn's initiative.

Dover Ready to Learn, a group of local educators, parents and community leaders, has helped promote early childhood education since 1992. In recent years, the task force has organized a community volunteer group to explore ways to reuse the McConnell Center. This group, which is pursuing the idea of a community campus, was recognized by the City Council last month as the McConnell Center Planning Committee.

The ad-hoc committee envisions the Cocheco Community Campus as a

center providing all generations in the community with access to educational, health and recreational services.

City Recreation Superintendent Gary Bannon, a member of the panel at the breakfast, said recreation programs help residents interact with one another and build a sense of community. Noreen Biehl, vice president of community relations for Wentworth-Douglass Hospital, said the hospital has provided various programs for the community and it would be natural for the hospital to provide some kind of service at the Cocheco Community Campus.

"This center will offer an opportunity for parents to come, to connect, to feel support, to get resources, to have fun and to feel part of the community," HUB Executive Director Mary Ellen Sheffield said of the McConnell Center.

Amy Criswell, a former Horne Street School reading specialist who serves on the McConnell Center Planning Committee, said many community members interviewed by Ready to Learn have said they want to see educational, health and recreational services in one convenient location.

"The parents, teachers and community members in these discussion groups were crying out for something like we are trying to turn the McConnell Center into," Criswell said.

A key to creating a successful community center is collaboration among participating agencies, which can take time to accomplish, Bunting said.

"It has to happen from the bottom up," she said.

Mallory said Dover residents' commitment to working together and enhancing the lives of all is the "embodiment of rich social capital" and the HUB Family Resource Center is the "manifestation of a caring community."

In addition to Bannon, Biehl, Briggs, Criswell and Sheffield, resident Pam Priester served as a member of the panel discussion moderated by Mayor Scott Myers.

Murray Ingraham, curriculum director for the School District, and School Board Chairwoman Dorothea Hooper also spoke at the event.

The breakfast was sponsored by the Wentworth-Douglass Hospital.

*Democrat Staff Writer Hiroko Sato can be reached at 742-4455 or [hsato@fosters.com](mailto:hsato@fosters.com)*

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Thursday, June 24, 2004

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- [Obituaries](#)
- [Opinion](#)
- [Sunday](#)
- [Week of News](#)

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- [Lotteries](#)
- [Weather](#)
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- [Police Logs](#)
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- [School Honor Rolls](#)

## McConnell Center Planning Committee hires consultant

By EMILY ZIMMERMAN

Democrat Staff Writer

DOVER — Turning the former middle school on Locust Street into a downtown community center took a step closer this week with the hiring of a consultant to guide the group in charge of the project.

Independent consultant Elise Klysa of Newburyport, Mass. will start Friday working with the McConnell Center Planning Committee on using the building primarily for educational, health and recreation services.

The facility will most likely be named the Cocheco Community Campus.

Klysa will assist the committee in drafting a concrete plan by December on renovating the space, potential tenants and overall costs. The City Council will then vote whether to accept the recommendations and decide how to fund the project, estimated to cost between \$4 million to \$5 million.

Public and nonprofit agencies such as Head Start, senior citizen groups, and dance and cooking classes are actively being sought as tenants. Dover Adult Learning Center, HUB Family Resource Center, the city's recreation department, the school district, and the Dover Police's community outreach bureau are currently using the facility and should remain as tenants.

The committee is scheduled to present an interim report to the City Council by late September or early October, detailing some interested tenants and preliminary cost figures.

The City Council has already approved \$425,000 from the capital improvement plan for repairs on the building this fall, specifically the brick, windows and roof. The city will take bids for the repairs in July and seek the Council's approval for a contract in September.

The committee's main goal is to come up with a recommendation on what organizations would use the building and how much it would cost. Ultimately it's up to the City Council on how to fund the revitalization of the old middle school whether to phase the project or bond it. The cost to revitalize the building could cost between \$4 and \$5 million.

Dover Fire Chief Perry Plummer said the city must install a sprinkler system prior to occupancy at an estimated cost of \$175,000. Dover City Planning Director Steve Stancel said a portion of the capital improvement money will be used to design the sprinkler system this year and the installment would be funded in the next few years.

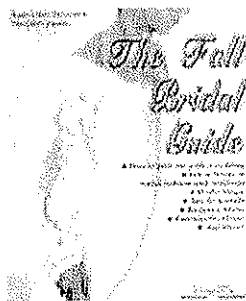
Committee Chairman Gary Gilmore and facilities subcommittee chair Earle Goodwin wrote U.S. Rep. Jeb Bradley, R-N.H., on June 10 to ask if he is aware of any federal grants that may be available to help the project.

The committee will tour the Community Campus in Portsmouth on July 22. Members will meet again on August 16 for an action-plan workshop to discover where they are at and where they need to go.

Klysa will be paid through \$36,000 in grants the committee received for operating costs.

"I am delighted to be appointed to this position. I met the committee just once during the interview process but this group seems highly engaged and I'm excited to be a part of it," she said.

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## News

- [Home Page](#)
- [Dover Edition](#)
- [Local N.H.](#)
- [Local Me.](#)
- [NH / ME / MA / VT](#)
- [Lakes Region](#)
- [Sports](#)
- [Obituaries](#)
- [Opinion](#)
- [Sunday](#)
- [Week of News](#)

## For the record

- [Classifieds](#)
- [Lotteries](#)
- [Weather](#)
- [Today in History](#)
- [Police Logs](#)
- [School Lunches](#)
- [School Honor Rolls](#)

# Foster's Online

Friday, October 22, 2004

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## Dover proposes \$18 million in spending for special projects

By HIROKO SATO

Democrat Staff Writer

DOVER — The city administration is proposing \$18 million worth of capital improvements for 2006, up \$3.6 million from last year's request, due to large road projects and a plan to create a downtown community center.

The Planning Board is expected to soon begin reviewing the newly proposed 2006-2011 capital improvements program. Of the \$18 million, \$13.7 million is proposed for bonding, which would affect the tax rate. A \$1.75 million portion would be financed under the operational budget and \$2.68 million is proposed to be paid from the water and sewer fund.

The debt-financed projects would cause the tax rate to increase by 30 cents per \$1,000 valuation, 26 cents of which would be for city projects and 4 cents for school projects. Projects proposed under the operational budget would cause a 29 cent increase in the tax rate.

The proposed debt-financed projects include \$5.87 million for Public Works, which hopes to spend \$1.55 million for Glenwood Avenue improvements and \$1.5 million for Henry Law Avenue reconstruction. The Community Services Department is also asking to allocate \$1 million for general street improvements and another \$1 million for Tolend Road landfill remediation required by the Environmental Protection Agency.

There are also some new projects, such as \$250,000 for Lincoln Street improvements.

But the largest ticket item for next year is the proposed renovation of the McConnell Center. The McConnell Center Reuse Committee, a group developing a plan to convert the 100-year-old former middle school building into a community center, has recently reported the project will likely cost \$5.5 million. The committee expects the city to finance up to \$4 million, and the city administration is proposing to bond the first \$3.5 million for next year.

The city administration also hopes to get \$320,000 for replacements of city buildings' windows. The Police Department is asking for \$500,000 for a new firing range and the Fire & Rescue is needing \$340,000 for renovations of the South End Station and \$200,000 to get ready for a land acquisition for a future North End Station.

The School Department is asking \$2.15 million for construction of a new



**News**[Home Page](#)[Dover Edition](#)[Local N.H.](#)[Local Me.](#)[NH / ME / MA / VT](#)[Lakes Region](#)[Sports](#)[Business](#)[Obituaries](#)[Opinion](#)[Sunday](#)[Week of News](#)

# Foster's Online

Wednesday, October 6, 2004

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## Committee races to find tenants for Dover's McConnell Center

By HIROKO SATO

Democrat Staff Writer

DOVER — Six months after a city committee launched a project to create a downtown community center, much of the plan remains up in the air, leaving the group scrambling to finalize it by the December deadline for funding.

The McConnell Center Reuse Committee, a group charged with developing a plan to reuse the vacant former middle school building on Locust Street, has so far found only a handful of organizations committed to moving in there.

Committee members are meeting almost daily to hit the deadline, according to Committee Chairman Gary Gilmore. Before the committee was formed in mid-March, Ready to Learn, a task force for early childhood education, has worked for nearly a year to come up with the idea for the downtown community center.

The list of these "anchor tenants" — which include a few city agencies — got smaller on Monday when the School Board decided not to move the public preschool program from Woodman Park Elementary School, citing concerns over the cost and lack of concrete details in the committee's plan.

Head Start, which has long shown interest in occupying part of the first floor of the building near where the preschool was going to be located, has not formally agreed to move in.

Gilmore said on Tuesday there are a number of nonprofit agencies — including 15 groups that came to a recent committee meeting — eager to rent the space originally designated for the preschool. He insists there is a demand for more rental space than the 100,000-square-foot building can provide for.

"Personally, we have no concern" about filling the building, said Gilmore, who had just interviewed two prospective "major tenants" earlier in the day.

But, Gilmore admits the committee must hurry up to select most of the tenants and come up with a concrete plan to submit to the City Council by December in order to get millions of dollars from the city to bring the building up to code. The 13-member committee gave itself the deadline when it set out to do the project because the City Council authorizes bonding for capital improvements projects for the following year in December.

The committee predicts renovation of the building will cost about \$5 million to \$5.5 million. But the group does not know yet how much of that cost will be carried by

future tenants — which would be fixing up their own spaces according to their needs — although Gilmore says it will be just a portion of the total budget.

The committee envisions bringing in different agencies to the building that would work together to develop educational, recreational and health-related programs and events for all generations. The plan is modeled after the Community Campus of Portsmouth, which offers various services to families with emphasis on adolescents.

In addition to the deadline issue — which Gilmore says is not a problem — the committee has yet to determine how much rents should be or whether tenants should pay for heat and other utility costs needed to maintain the building. The committee also has not decided whether the city should collect rents from its own agencies that will occupy part of the building, such as Human Services and Recreation departments and a police outreach program.

These unknown factors are worrying some committee members, who had hoped to see more concrete details by this time of year.

Asked whether the committee can wrap up the project by December, Committee Vice Chairman Earle Goodwin said: "I wonder that myself."

Goodwin said realizing the committee's vision for the community center while bringing the massive building up to code is a difficult task and time-consuming. "It's a big committee," he also said, adding that the long process has left him "disappointed and discouraged at times."

School Board Chairwoman Dorothea Hooper, who serves on the committee, said the board did not want to move the preschool program partly because it did not know the environment at the community center will be right for youngsters. Agencies interested in renting a space included a mental health service and many of prospective tenants seemed to be looking for office space despite the committee's goal to have programming there, Hooper said.

"Our 'dream' was to have something similar to Portsmouth Community Center," but it doesn't appear to be happening, Hooper said.

She said the unknown cost of moving into the space was also an issue for the School Board. The board estimated the rent to be about \$35,000 annually, but was not sure if the School District would need to pay additional charges for utilities, Hooper said.

Hooper said she plans to ask Mayor Scott Myers if she should remain on the McConnell Center committee now that there is no school interest she needs to represent after the preschool relocation plan was nixed.

According to Gilmore, the anchor tenants already committed to move in include HUB Family Resource Center and Wentworth-Douglass Hospital, which has been looking for a home for its community outreach program. Dover Adult Learning Center will also have classrooms and a computer lab, and the agency has already secured funding for space renovations through the Community Development Block Grant.

The city Recreation Division will have an activity room and offer different programs at the community center.

Gilmore said prospective tenants include Dover Children's Center and the local charter school.

Recreation Superintendent Gary Bannon, who serves on the McConnell Center Committee, has said tenants will be expected to not only work together to offer services but also share computer rooms, kitchen and other common spaces to efficiently use the building.

Bannon said the Community Campus in Portsmouth do not have city agencies in it. The idea of bringing the city and nonprofits together in one building is "rather unique and exciting," Bannon said.

Goodwin believes the project will move swiftly once all tenants are selected. Given that many agencies have come forward with interests, the committee should move forward with the project, he said.

*Democrat Staff Writer Hiroko Sato can be reached at 742-4455, Ext. 5313, or [hsato@fosters.com](mailto:hsato@fosters.com)*

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# Foster's Online

Thursday, October 7, 2004

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## Downtown Dover community center to cost \$3.5 to \$4 million

By HIROKO SATO

Democrat Staff Writer

DOVER — The city will need to bond between \$3.5 million and \$4 million next year if it moves ahead with a plan to create a downtown community center, according to a task force.

The City Council held a workshop on Wednesday night to get an update from the McConnell Center Reuse Committee about plans to convert the former middle school building on Locust Street into a community center. The committee envisions to the 100,000-square-foot as a hub of social services, educational and recreational agencies that would work together to provide programs and services to residents.

Committee Chairman Gary Gilmore said renovation of the 100-year-old school building will likely cost \$5.5 million. A portion of that cost will be paid by tenants, who will finish renovating their rental spaces.

The committee is also looking to apply for grants to help pay for some of the other expenditures, such as flooring and installation of air conditioners. Tenants will be also asked to pay their share, said Ron Ouellette, president of the HUB Family Resource Center Board of Directors, who serves on the committee. The committee is considering fund-raising activities as well.

Gilmore said the city's burden would be \$4.4 million under the worst-case scenario but that he believes the city would likely need to bond \$3.5 million to \$4 million for the project.

The money will buy sprinklers, elevators, new oil tanks and many other items needed to bring the building up to code. The most serious structural issue is the first-floor windows, which must be replaced, Gilmore said.

While the community center is expected to house city agencies and nonprofit organizations only, Gilmore said the committee has no intention of leasing out space at discount prices. There have been a number of agencies that have expressed interest in renting a space, and they all like the downtown location with access to public transportation, Gilmore said. The building also sits in the midst of the downtown section home to the public library, City Hall, Dover Adult Learning Center and Hub Family Resource Center.

Gilmore is optimistic that the city will be able to raise enough revenue from rent to pay for the bond.

Prospective tenants under consideration include Head Start, HUB, Dover Children's Center, Avis Goodwin Community Health Center, the Fuel Assistance Program, Behavioral Health Network, Strafford County Community Action, Wentworth-Douglas Hospital's outreach program, Dover Adult Learning Center and Cocheco Arts and Technology Academy.

The city's Recreation and Human Services departments, as well as the police community outreach program, will also move in.

City Planning Director Steve Stancel said outside agencies will occupy 32,000-34,000 square feet of the building. Hallways, stairs and other communal use space take up about one-third of the building.

The driveway between the building and the library will be widened. A new main entrance for the McConnell Center with handicap access will be created on the side of the building facing the driveway.

Councilors Robert Keays and Otis Perry expressed their concerns about creating a new main entrance, saying the existing entrance facing Locust Street should stay the way it is because it's the architectural focus of the building.

Stancel said a new entrance would provide better access to hallways, but that he will bring back the councilors' feedback to the architect working on the project.

The committee plans to finalize the plan by December so that the City Council can review it and authorize bonding.

Some council members thanked committee members for their volunteer work.

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# Foster's Online

Thursday, December 9, 2004

 [E-mail This Article](#)

## News

[Home Page](#)  
[Dover Edition](#)  
[Local N.H.](#)  
[Local Me.](#)  
[NH / ME / MA / VT](#)  
[Lakes Region](#)  
[Sports](#)  
[Obituaries](#)  
[Opinion](#)  
[Sunday](#)  
[Week of News](#)

## For the record

[Classifieds](#)  
[Lotteries](#)  
[Weather](#)  
[Today in History](#)  
[Police Logs](#)  
[School Lunches](#)  
[School Honor Rolls](#)

## Dover council OKs to \$13.6 million worth of capital improvement projects

By HIROKO SATO

Democrat Staff Writer

DOVER — The City Council gave a green light to \$13.6 million worth of capital improvement projects for fiscal year 2006 on Wednesday, including creation of a downtown community center and a North End fire station.

The approved bonding includes \$2.5 million for renovations of the McConnell Center on Locust Street to convert the former middle school building into a community center. The McConnell Center Reuse Committee's plan to bring in educational, health and recreational agencies has prompted concerns among councilors about revenue from the facility. But the majority of the council in the end agreed that substantial renovations are necessary to keep the 100-year-old structure from deterioration regardless of how the building may be used.

Councilor Dean Trefethen said he did not believe the committee's projection that city agencies that will lease space in the building will somehow "magically pay for 40 percent" of the revenue estimated for the community center. If the city's plan to construct a new police station and move the School Department into Woodman Park Elementary School moves forward, City Hall will have plenty of space to accommodate some of the agencies expected to become McConnell Center tenants, Trefethen said. Then, "I think the whole plan will fall apart," he said.

He also added there is a general skepticism about how successful a charter school will be. The Coheco Arts and Technology Academy, the Seacoast's first charter high school, is one of major tenants-to-be.

Councilor Robert Keays said the McConnell Center could "end up like a white elephant on Portland Avenue," referring to the Ice Arena, which has borrowed millions of dollars from the city's general fund to operate since its expansion in 2001.

But Mayor Pro Tem Jason Hindle said not renovating the McConnell Center wastes a historical building that has been neglected.

"This is a central location that functions incredibly well for a variety of services," Councilor Doug DeDe said of the McConnell Center, supporting the renovations.

Councilor Robert Lewis said he supports bonding to keep the building in shape, even though he had concerns about the revenue projection based on a 100-percent occupancy.

Voting for the \$2.5 million were Mayor Scott Myers, councilors Otis Perry, Matt Mayberry, Darlene Colwell-Ellis, DeDe, Hindle and Lewis with Keays and Deans voting against it.

The councilors unanimously supported \$200,000 for acquisition of a 4-acre land on Sixth Street, a future site for a North End fire station. The entire project, including the construction of the station, is expected to cost \$2.145 million.

Other big ticket items include \$2.15 million for construction of a gymnasium and administration space at Garrison Elementary School, \$1.55 million for Glenwood Avenue improvements and \$1 million for general streets improvements. The city administration has requested \$1 million for Tolend Road landfill remediation required by EPA, but the City Council slashed it in half to \$500,000, suggesting to hold a workshop in January to better understand the effectiveness of the remediation methods the city is taking.

The city administration originally asked for \$1 million for reconstruction of Henry Law Avenue, but later withdrew it, saying it hasn't started partial improvements approved last year.

The council also unanimously approved \$193,000 for downtown traffic improvements — which are mostly crosswalk improvements — and \$275,000 for Butterfield Gym renovations and heating system upgrade. The city will also have \$320,000 to replace windows of municipal buildings and \$275,000 to install signal lights at the Sixth Street and Venture Drive intersection.

The \$13.6 million include \$3.42 million for water and sewer projects. Interest on bonds for these projects will be paid for with water and sewer funds, and will not affect the tax rate.

The CIP is expected to increase the tax rate by 22 cents.

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### News

[Home Page](#)  
[Dover Edition](#)  
[Local N.H.](#)  
[Local Me.](#)  
[NH / ME / MA / VT](#)  
[Lakes Region](#)  
[Sports](#)  
[Obituaries](#)  
[Opinion](#)  
[Sunday](#)  
[Week of News](#)

### For the record

[Classifieds](#)  
[Lotteries](#)  
[Weather](#)  
[Today in History](#)  
[Police Logs](#)  
[School Lunches](#)  
[School Honor Rolls](#)

# Foster's Online

Thursday, December 2, 2004

[E-mail This Article](#)

## Dover council, with concerns, hears plans for McConnell Center

By BRUNO MATARAZZO Jr.

Democrat Staff Writer

DOVER — Although it appears the City Council will approve a \$2.5 million bond for next year to renovate the McConnell Center, they are not without some concerns that will need to be addressed.

The council heard a presentation by Gary Gilmore, chair of the McConnell Center Reuse Committee, during a council workshop on their proposal to renovate the four-story landmark building on Locust Street and convert it to a community center.

The center would house a mix of city services and non-profit groups. The McConnell Center was the former Dover Middle School until 2000 when the new school was built on Madbury Road.

While councilors did not formally indicate their support for the project, a majority of the nine councilors did speak in favor of the project.

Councilor Doug DeDe said the community center concept at the McConnell building would set up a dynamic area on Locust Street because of the location of City Hall, the Dover Public Library and Dover District Court.

The bond next year would bring the building up to code by installing a sprinkler system, wiring, plumbing, hazardous abatement and installing a heating and air conditioning system, Gilmore said.

The tenants of the building would then be responsible for repairing and constructing offices in their own individual space.

Some of the possible tenants mentioned for a community center include the new charter school, the Cochecho Arts and Technology Academy; the Dover Adult Learning Center, the HUB Family Resource Center; Dover Children's Center; the University of New Hampshire's Department of Social Work; and Wentworth-Douglass Hospital's Pete's Place, a grief support center.

The bond would be repaid through a rental cost of approximately \$8 per square foot. Almost 35,000 square feet would be available for rent to non-city agencies.

City agencies already in the McConnell Center or recommended to be moved to the building are the police department's outreach bureau, the recreation



department, senior programming and human services.

Committee member Jack Buckley recommended to councilors the city relocate the senior center from its location just off Fourth Street to the McConnell Center. Thereby, the current senior center, which is owned by the city, could be sold and put back on the tax base.

If approved, the committee projects that rents will cover the annual bond payment, maintenance and capital improvement reserve costs by the time the building is fully occupied in late 2006.

Rents from both city agencies and non-profit groups would total \$496,840 a year at \$8 per square foot. At \$9.50 per square foot, the total would be \$589,998.

Up to an additional \$1.2 million will be raised between 2005 and 2007 through a bond to complete the renovation. That figure could decrease depending how much funds the committee raises through donations or grants.

Some councilors questioned the lack of a governing body to oversee the building and its tenants once completed and the lack of a business plan.

While he is in favor of the proposal, Mayor Scott Myers questioned the lack of any contingency fund or a reserve fund for short- and long-term capital improvement projects.

He also noted there was no exact dollar figure the committee expected to be raised through fundraising.

Councilor Robert Keays questioned why if the school board decided the old middle school wasn't good enough for its students then why the McConnell Center would be a good place for children at the charter school and Dover Children's Center.

He was also under the assumption the building was polluted and fixing the problem would be too expensive.

Mayor Pro Tem Jason Hindle, who attended the old middle school, said the decision to build a new middle school was primarily due to lack of space.

Councilor Robert Lewis strongly questioned the logic of having the city be in the money-making business with the McConnell Center community center scheme.

He felt the committee should have designed some sort of governing structure as part of their plan to have someone or some panel be in charge of the ins and outs of the building and the tenants.

He also felt the governing structure should have been in place and tenants contribute some sort of deposit before the committee goes before the council to ask for the bond.

Gilmore told Lewis the building would need to have approval of the council before tenants officially come on board to the project.

A report by the committee is available at the Dover Public Library and some

**News**

[Home Page](#)  
[Dover Edition](#)  
[Local N.H.](#)  
[Local Me.](#)  
[NH / ME / MA / VT](#)  
[Lakes Region](#)  
[Sports](#)  
[Business](#)  
[Obituaries](#)  
[Opinion](#)  
[Sunday](#)  
[Week of News](#)



Monday, October 25, 2004

 [E-mail This Article](#)
[Foster's Daily Democrat Editorial](#)**Dover's CIP starts at \$18 million****It's only the beginning of a larger budget process**

The city administration's capital improvements program for 2006 stands at \$18 million. Part of it will be bonded and part of it will be slotted in next year's operating budget. Most likely, the total will be reduced before the program is enacted.

The Planning Board gets to perform an initial review of the plan — at this stage, a 5-year program. But when the City Council gets a look at it, the primary focus will be its effect on next year's tax rate.

The combination of projects as they've been submitted to the Planning Board represent a 30-cent tax hike on the portion suggested for debt and an additional 29 cents for projects to be included in next year's budget — a tax hike of 59 cents before the City Council sees or begins to consider the operating budget for 2005-2006. Part of the proposal, \$2.68 million, would be paid from the water and sewer fund — presumably, for water and sewer projects.

What's included in next year's ambitious capital improvements budget and at what cost?

A big portion of the administration's request is for streets and roads. But other projects are being recycled from previous requests.

The largest nut to crack is funding for the renovation of the century-old McConnell Center, formerly the Middle School and before that, and originally, Dover High School.

The McConnell Center Reuse Committee has suggested the project will likely cost \$5.5 million, \$4 million of which the city is expected to finance. The CIP proposal for 2006 calls for \$3.5 million in bonds for the McConnell Center.

That's a big chunk of change and the questions it begs is for how long are the bonds and does the \$3.5 million include interest on the bonds?

How much revenue is going to be realized from the use of the McConnell Center redevelopment? We're not asking about the games accountants play in shifting some costs of one department to a different account. How much real revenue is going to come of it?

While there's no new police station request in the CIP for Fiscal Year 2006, there is a bid for a police firing range — at \$500,000. As councilors look for places to reduce the overall CIP proposal, the firing range becomes an attractive place to start.

There is \$540,000 for Fire & Rescue in the CIP for next year — \$340,000 for