

ARENA ADVISORY VIRTUAL MEETING MINUTES

Tuesday, January 19, 2021

8:00 A.M.

Due to the COVID19/Corona Virus crisis the Arena Advisory Committee met virtually authorized by the Governor's Emergency Order #12 pursuant to Executive Order 2020-04.

Roll Call

Present: Advisory Chairperson, Nick Wallner; Joe Farrelly; Dan Arndt; Chris Brown; Councilor Zandra Rice-Hawkins; General Services Director Chip Chesley; Public Properties Superintendent Jay Burgess; Arena & Properties Manager Jeff Bardwell

Absent: Councilor Gail Matson; Gerry Blanchette; Mick Mounsey; Mike Gfroerer

Meeting called to order at 8:05 AM

Arena Operations Update

Jeff Bardwell gave a summary of operations since the start of the ice-skating season in September. The arena has been open since September 8th and other than the Governor's order for a two week pause in ice rink operations in October the arena has been open. The New Hampshire rink group that was formed last April continues to work as needed with the State Task Force. The arena like other businesses has been limited to 50% capacity but when you factor in the 6' social distancing requirement it translates to 25% to 30% capacity. For example, normal public skating capacity is 300 but with COVID19 restrictions it is 75. The arena's largest customer Concord Youth Hockey Association currently is renting the same amount of ice as previous years. Adult leagues at the arena have been struggling due to COVID19, two leagues are not skating and two other leagues are skating with a reduced amount of ice rental time.

The reduced capacity has affected not only ice rentals and public skating but also Pro Shop and Snack Bar sales and off ice rentals. As of December 31, 2020, the arena revenue was down just over 100,000 from the same time period last year. Expenses are down over 45,000 when compared to the same time period as last year.

Spring shows are scheduled and most are planning on holding them even at a reduced capacity. The Flea Market that is typically scheduled in April has cancelled. A robotics show is tentatively planned and will confirm the first of February. Dan Arndt asked what type of a robotics show was planned. Jeff Bardwell replied it would be a robotics competition where schools compete against each other. Nick Wallner asked if there was any status on the Kiwanis Fair. Jeff Bardwell replied that he spoke with Mike Vlahos from Kiwanis and they have been in touch with the ride vendor and at this time are planning on moving ahead with the fair.

Projects Updates:

New Entrance:

In December Milestone started working on costing of the project. We expect a report before the end of the fiscal year.

Shingle Roof Replacement:

Jay Burgess updated the committee on the status of the shingle roof replacement. The City has hired H.L Turner to help with the engineering and bid preparation. We expect that portion will be completed in the next several weeks.

Boiler Replacement:

Jeff Bardwell updated on the status, the two 740,000 BTU Hot Water Heaters that service the 2001 addition are being replaced with two stainless steel boilers. Staff has met with one of the city contractor's and is waiting on pricing that is due by the end of January.

Compressor Replacement Project:

This project has not been started as of this meeting.

Dan Arndt asked if anything is being done regarding solar. Jeff Bardwell replied that he has been in touch with Revision Energy who is doing solar work with the City of Concord. Staff will meet with Revision and determine if solar is viable option at the arena.

Arena Fees FY2022:

Jeff Bardwell updated the committee on staff recommended changes and additions to the arena fee schedule. Discussion took place on the chart below. Highlighted in green are recommended increased to existing rates. These increases are in line with other arena's in the area and follows the Everett's past practice of a 2% increase every other year on some fees. Highlighted in yellow are new proposed fees and introduces a for-profit and non-profit rate. An outside only rental fee would also be established in an effort to help promote more outside events which is one of the arena goals. A percent of alcohol sales would be established in the event that a non-profit group obtained a one-day liquor license under the city's current rules.

Everett Arena Proposed Rate Detail FY2022 Starts 7/1/2021				
RATE - ICE	FY20	FY21	Proposed FY22	FY21 - FY22
Ice Hourly Prime	265.00	265.00	270.00	1.9%
Ice Hourly Non Prime	194.00	194.00	198.00	2.0%
High School Game Rate	275.00	275.00	280.00	1.8%
NHIAA Tournament Rate	340.00	340.00	345.00	1.4%
Public Skating ages 14 and over	5.00	6.00	6.00	0.0%
Public Skating ages 13 and under	5.00	5.00	6.00	16.7%
Adult Stick Practice	10.00	10.00	10.00	0.0%
Youth Stick Practice	10.00	10.00	10.00	0.0%
Ice Skate Rental	5.00	5.00	5.00	0.0%
Skate Sharpening	6.00	6.00	6.00	0.0%
RATE - OFF ICE	FY20	FY21	Proposed FY22	FY21 - FY22
Daily Show Rate For Profit	1,995.00	1,995.00	2,225.00	10.3%
Daily Show Rate Non Profit			1,995.00	100.0%
Daily Show Rate for Tent at East End of Building			450.00	100.0%
Outside Event Rate For Profit			1,500.00	100.0%
Outside Event Rate Non Profit			1,250.00	100.0%
Percent of Alcohol Sales (For non-profit events that obtain a 1 day license)			10%	100.0%
Hourly Non Ice	80.00	80.00	80.00	0.0%
Parking Lot Vendor 12 month	2,015.00	2,025.00	2,025.00	0.0%
Parking Lot Vendor 6 month	1,075.00	1,095.00	1,095.00	0.0%
Parking Lot Vendor 1 Day	150.00	150.00	150.00	0.0%
Parking Lot Christmas Tree Sales	5,000.00	5,000.00	5,000.00	0.0%
Parking - Car per day	5.00	5.00	5.00	0.0%
Parking - Bus per day	20.00	20.00	20.00	0.0%
Public Skating (Roller)	5.00	5.00	6.00	16.7%
Skate Rental (Roller)	5.00	5.00	5.00	0.0%
Roller Skating Birthday Party	125.00	150.00	150.00	0.0%

Zandra Rice-Hawkins asked if the arena had a tent. Jeff Bardwell replied that the arena does not and that the promoter would need to rent one and have it set up by the rental company. There is also permit and inspection by the Concord Fire Department for any tent set up. Dan Arndt asked where the tent would be located, Jeff Bardwell explained it would be at the east end of the building in area next to the arena. Staff has been in touch with the Concord Fire Department on requirements of location, permits and inspections. Nick Wallner asked how the Kiwanis Fair would fit into the new fee schedule. Jeff Bardwell explained that if they use any part of the arena then the fee would be based on the daily show rate, if they did not then it would be based on the outside event rate for non-profits.

Zandra Rice-Hawkins asked if staff could promote the arena rates and perhaps have a rate card for distribution. Jeff Bardwell replied that he would work with the General Services Communication Coordinator to promote.

Nick Wallner asked if there was a motion to approve the arena fee schedule. Zandra Rice Hawkins made a motion to approve the arena fee schedule, Joe Farrelly seconded the motion, Nick Wallner asked if there was any further discussion, seeing none the roll was called for the vote:

Nick Wallner, yes

Joe Farrelly, yes

Dan Arndt, yes

Chris Brown, yes

Zandra Rice-Hawkins, yes

Motion passed unanimously.

Meeting adjourned 8:35 AM

Respectfully Submitted

Jeffrey R. Bardwell
Arena & Properties Manager