

ARENA ADVISORY MEETING MINUTES

Friday, October 25, 2013

Everett Arena 8:00 AM

Present: Chairman Nick Wallner, Mike Gfroerer, Councilor Dan St. Hilaire, Councilor Mark Coen , Chris Brown, Arena & Properties Manager Jeff Bardwell, Public Properties Superintendent Harry Dangora.

Excused: Gerry Blanchette

Absent: Tom Ackerson; Dan Arndt

Meeting called to order at 8:00 AM

Snack Bar Update

Jeff Bardwell updated the committee on the status of the snack bar operation. Four part time staff has been hired and the snack bar is open as of October 25th. The operating hours for the ice skating season is Friday evenings, all day Saturday and Sunday's and Wednesday's for high school games and during public sessions on school vacation weeks. Jeff Bardwell also reported that the snack bar was opening during the August shows. Mike Gfroerer asked how the snack bar is doing so far financially, Jeff Bardwell explained that during the show season the snack bar grossed approximately \$5,300 and had total expenses of approximately \$3,600 for a 32% net.

Membrane Roof Scheduled Replacement

Jeff Bardwell updated the committee on the membrane roof that is scheduled for replacement in FY14. Currently the purchasing department is seeking quotes for engineering, once this is complete the specs will be developed and the project will go out to bid in January or February. A May/June timeline is planned for the replacement.

Hot Water Heater Replacement

Jeff Bardwell reported that the failed hot water heater had been replaced and up and running. Quotes for the condensing hot water system that was the preferred replacement came in well above budgeted amount of \$50,000. After reviewing alternatives, the hot water heater was replaced with the same type for \$18,000. Mike Gfroerer asked why the condensing system was off the budgeted amount. Jeff Bardwell explained that hurrying to get quotes in the spring to get the replacement into this year's budget he was only able to receive one quote. After doing more research in June and July and getting quotes from several vendors on a preferred model of condensing boiler did the city receive a more accurate budget number.

Outside Sign

The outside sign is in need of replacement and Jeff Bardwell is looking at what alternatives are available. It would be preferred to replace with an electronic sign that is programmable from a computer to display the numerous events that the arena holds both during the ice skating season and spring and summer show season. The existing sign is limited to four lines with eight characters each so displaying events is a challenge and using acronyms may not relay the intended message. Nick Wallner explained that the existing sign was donated by Kiwanis. Mike Gfroerer asked when the sign was donated; no one could remember the exact date other than it was a long time ago. Discussion took place on the existing sign ordinance and Dan St Hilaire explained that it would be highly unlikely that the City of Concord would change its view on electronic signs. Chris Brown suggested having an illuminated sign, wider than the existing. Discussion took place on illuminated signs; Nick Wallner indicated illuminated signs were permitted. Jeff Bardwell will pursue options of illuminated sign.

Other Business

Mark Coen asked about the additional appropriation for FY13 for labor and natural gas. Jeff Bardwell explained that the additional labor amount funds were needed due to the use of in-house labor, Public Properties staff, for repairs at the arena and the additional amount for natural gas was due to natural gas exceeding the original budget request for the Arena fund.

Chris Brown updated the committee on the Black Ice advertising at the arena. Advertising renewals and sales are at approximately \$21,000 which is ahead of last year's sales at this time. The potential for advertising revenue this year is \$28,500 with the additional advertising locations added above the bleachers. Nick Wallner asked about the Zamboni advertising, Chris Brown explained that there has been some interest, the expense for producing the advertising decals and installation is approximately the same amount as the advertising cost which is currently \$5,000. Potential advertisers are looking at a \$10,000 investment the first year.

Chris Brown asked if wider rubber matting that runs from locker rooms to the visitor bench could be purchased. Jeff Bardwell explained that the arena has installed wider pieces on the corner by the locker rooms and in front of the main bleachers. The arena uses rolled rubber in these areas because the matting is removed during the show season. Mike Gfroerer commented he would like to pursue some new matting in the northwest corner.

Chris Brown updated the committee on the Black Ice Pond Hockey Tournament and they are looking to keep the same number of teams as last year. Mark Coen asked if there was any thought of expanding the tournament to the pond at Beaver Meadow. Chris Brown explained that this has been discussed but it would double the operation and may lose some of the camaraderie of the tournament. Having Concord Youth Hockey games and high school practices at the outdoor rink has all helped in the success of the tournament. Discussion took place about outdoor rinks and the amount of time involved in their upkeep. Jeff Bardwell suggested having a back yard rink contest in Concord this year to go along with the Black Ice Tournament. Discussion took place regarding back yard rinks and pride and upkeep that goes into maintaining them each year.

Dan St. Hilaire asked if there was any update on a new entrance to the arena. Jeff Bardwell reported he has been working with Gerry Blanchette to look at the flood plain, 100 year flood and 500 year flood plains. It appears the area on the northwest corner is outside the 100 year flood area. The next step is to meet with the city's engineering department to confirm this information.

Nick Wallner made a motion to adjourn.

Meeting adjourned 9:10 AM

Respectfully Submitted

Jeffrey R. Bardwell
Arena & Properties Manager