

ARENA ADVISORY MEETING MINUTES

Tuesday, June 3, 2025 Everett Arena 8:00 AM

Roll Call

Present: Chairman Nick Wallner; Mike Gfroerer; Councilor Judith Kurtz; Councilor Kris Shultz; Claire Gruenfelder; Dan Arndt; Jed Merrow; Joe Farrelly; General Services Acting Director, Jeff Hoadley; Public Properties Superintendent Jay Burgess; Arena & Properties Manager Jeff Bardwell; Arena Supervisor John Andersch

Absent: Jeff Cain

Guest: Wes Riley, Concord Youth Hockey Association Treasurer; Tom Champagne; Concord Recreation Director, David Gill

Meeting called to order at 8:05 AM

Kiwanis Waterfront Park Sign Proposal

The Recreation Director updated the committee on the sign proposal for the east entrance. Concord Crew is raising money through a donation to erect a sign similar to the Arena Sign. The Recreation Director is assisting Concord Crew through the process and in the end the sign would be a donation to the City. Discussion took place on the approval process which will be the same as non-city organizations. The timeline is to go before Arena Advisory and RPAC in June, Zoning in the summer and if approved installation in the fall. Nick Wallner asked if this would be an electronic sign? The Recreation Director explained that it would not be an electronic sign but will have power and lit at night. Discussion took place on electronic signs and that they are not allowed in the City of Concord. Dan Arndt commented that there are several electronic signs in the city. Nick Wallner explained that the only way to change the ordinance is through the City Council.

Kris Shultz made a motion to accept the design and donation for the sign, Dan Arndt seconded, there was no further discussion, motion passed unanimously.

Mike Gfroerer made a motion for the City Council to review the electronic sign ordinance, Kris Shultz seconded, there was no further discussion, motion passed unanimously.

The Recreation Director updated the committee on the new skate park status. The city received a \$500,000 grant and the Skate Park Association is fund raising for the matching funds. The city of Portsmouth recently completed a similar skate park for approximately the same cost.

Budget

The Arena Manager briefed the committee on the budget status for FY2025 and FY2026. At the start of the FY2025 the arena was facing an ice rental revenue deficit of approximately (\$57,500) due to Concord Youth Hockey Association not purchasing as much ice as in previous years and the loss of a long-time adult league. Despite these challenges overall Adult League and High School rental revenue increased due to the addition of a new adult league and the addition of high school practices.

Public Skating revenue was down this winter and is attributed to more outdoor skating and winter activity opportunities this season. Total ice revenue is down approximately (\$34,700) from the budgeted amount.

Judith Kurtz noted that there were 30 days this winter that the pond at White Park was open for ice skating. Discussion took place on the operations of the pond at White Park.

Pro Shop and Concession revenue is down due to less youth hockey home games.

The Facility Rental revenue line consists of Show Revenue; Roller Skating Revenue; Roller Derby Rentals and Outside Lot Concessions.

Show revenue is estimated to be down (\$5,800) with the loss of the Kiwanis Fair. The arena was recently able to book another fair that will bring the show revenue \$7,200 over the budgeted amount. Roller Skating and Lot Rental Concession revenue is estimated to be down.

The committee reviewed the Arena Proforma and it was noted that starting in FY2027 it is projected that the Arena Fund will need support from the General Fund. Jed Merrow questioned the 20% of expenses under the beginning working capital line. The Acting General Services Director explained that all Special Revenue and Enterprise Funds are targeted to have 20% of expenses in the working capital account to cover unforeseen expenses. This amount was increased this year from 10% by a recommendation of the Finance Committee.

Kris Schultz asked about Arena fees and how often they were reviewed. The Arena Manager explained that the fees are reviewed annually at the December Arena Advisory meeting. The Public Properties Superintendent noted that Arena Staff does a survey each year of New Hampshire arenas and brings forth recommendations based on the market.

Programming

The arena has been working with Concord Youth Hockey to change their ice allocation to allow for more programming opportunities. Some items were already completed this past season with the addition of a new Adult League on Monday nights and the addition of High School JV practices and additional High School Girls practices. Arena staff will continue to adjust programming to maximize utilization.

Discussion took place on the types of the events that are held at the arena. At the June 2nd council meeting the question was raised by one of the councilors about Gun Shows being held and was there way to prevent them from renting the arena to hold this type of event. The Arena Manager explained to the committee that events at city facilities have to follow all Federal, State and City laws and ordinances and that the city cannot discriminate against any one group. This question has come up over the years and have been reviewed by the City Solicitors at that time. The Gun Show at the arena is hosted by the NH Arms Collectors, Inc. which is a Concord based non-profit.

Refrigeration Project

The refrigeration room and compressor replacement project are on target for engineering to be completed in FY2026 and construction in the spring of FY2027. Discussion took place of the age of the existing compressors, 70+ years old and surrounding ammonia valves and piping that are 60 years old. The existing equipment is no longer being produced and there is only one company making refurbished parts.

Funding for the project is proposed by combining past Arena CIP projects and will be available in FY2026 through capital closeout and combining future projects into FY2027. Future funding for the project will be mostly G.O. Bonds supported by the General Fund. Discussion took place on the timing of the project and it was noted the importance of not pushing out the Arena FY2027 CIP funding which could increase the costs of the project.

Nick Wallner made a motion to adjourn, Mike Gfroerer seconded the motion, there was no further discussion, motion passed unanimously.

Meeting adjourned 9:05 AM.

Respectfully Submitted,

Jeffrey R. Bardwell
Arena & Properties Manager