

**CIVIC CENTER COMMISSION
MEETING MINUTES
January 24, 2019**

Attendees:

CCC Members: Chairman John Harrity, Commissioner John Brissette, Commissioner Lowell Alexander, Commissioner Jim Knowlton Absent : Commissioner Patrick Lowe

City: John Odell

SMG: Sandy Dunn, Jim Moughan

Minutes Prepared by: Paige Williamson, SMG

1. Call to Order

Chairman Harrity brought the meeting to order at 8:15 am.

2. Acceptance of Meeting Minutes

Chairman Harrity requested a correction to the meeting minutes dated December 13th, 2018. Commissioner Knowlton was marked as absent, when in fact he was in attendance. Commissioner Alexander motioned to accept the Meeting Minutes with correction; seconded by Commissioner Knowlton. (4 yeas, 0 nays).

Motion passed.

3. Rent Waiver Request – St. Vincent Hospital / *Opioid Crisis Symposium* – 5/21/19

St. Vincent Hospital has requested a rent free day for a Symposium event on the Opioid Crisis. Chairman Harrity voiced that he had already read through the request and felt this was a very worthy event for rent free consideration. Sandy Dunn affirmed that the date requested was available. St. Vincent's will be paying for expenses of meals, breakouts and catering.

Chairman Harrity motioned to accept the rent free application from St. Vincent Hospital for the 5/21/19 date; Commissioner Brissette seconded the motion. (4 yeas, 0 nays) *Motion passed.*

Commissioner Brissette inquired whether the Mass State Police would be returning for their graduation this year. Jim Moughan affirmed that, yes, the date planned for this event is June 26, 2019. Chairman Harrity recalled last year's event and the difficulty the downtown area experienced with additional traffic and parking issues due to the work day timing of the event. The question was posed if the timing was to be of similar. Mr. Moughan commented that this all depended on the Governor's scheduling – TBD.

4. Major Ongoing Projects – John Odell

a. Capital Projects

i. Vault - Mr. Odell informed the Civic Center Commission that he will need further time to review the most recent submittal from the engineering firm regarding the repairs to the vault. The price received is significantly higher than what has been budgeted and further discussion needs to take place with the engineering firm to understand why this has occurred and if there are alternatives. Due to the time sensitivity for the work, Mr. Odell may request an interim meeting prior to the February 28th Commission Meeting. Mr. Odell will keep everyone posted should this need to happen.

Chairman Harrity restated that the estimated cost was at \$790k for this project work and that the new cost has come in at \$1.8 million, which is even higher than the last estimate. The Chairman was looking to clarify the current figure. Mr. Odell reported that in approximately 1-2 weeks, more information will be known as to the justification in increased prices. Sandy Dunn asked to reaffirm that the current conversation is just for a repair not the rebuilding of another vault, which Mr. Odell confirmed is accurate. Chairman Harrity asked of Mr. Odell what the options were. Mr. Odell summarized that the goal would be to bring the project back to the original cost estimate, but that it still remains that the Commission can chose not to do the work at all. The pumps are now working and though the system is not ideal, it is also

not required that upgrade be completed, though National Grid is recommending it. The initial design work was to ensure that the work could be completed in the spring 2019, but since it is already January, it is unlikely that this will be the case. Commissioner Harrity asked SMG how busy the building was in the Spring. Sandy Dunn affirmed that Spring is the busiest period for events, followed by Chairman Harrity recommending that this project should probably be pushed to the summer in any case. Commissioner Brissette asked if National Grid was responsible for the higher figures. Mr. Odell stated that they were not and no numbers have been provided by them.

ii. LLB Architects Amendment #1 proposal was handed out at the meeting. The proposal includes design and execution work for 5 projects pending for the DCU Center – the dasher glass system, the hockey dasher board retrofit, replacement of the ice deck seal, repainting of the exhibit hall and gallery, and the parapet netting system for a total cost of \$27,260.00. Mr. Odell stated that these costs are in line with the City’s expectations and recommended that this proposal be approved by the Commission. LLB would be able to begin immediately upon approval. Chairman Harrity voiced concern with the report being received late. Commissioner Brissette stated that a “good first impression” was not made with the report being so last minute.

Chairman Harrity recommended the Commission consider holding the item until the following meeting so that they would have time to review the information thoroughly. Commissioner Brissette agreed, but also felt that it was important to not delay the work. The document appears to be in order. Commissioner Harrity asked how the City chose this particular firm. Mr. Odell stated that the firm went through a competitive bid process and has been awarded this work for the City through a competitive process. They were selected from a field of 17 potential applicants. Commissioner Brissette moved to approve funds, but that LLB Architects should be informed that information must be submitted in a more timely fashion in the future or the item will be held. Commissioner Alexander seconded. (4 years, 0 days) *Motion Passed.*

iii. Lastly, Mr. Odell reported that the City Human Resources Department has been given the approval to post the OPM position which would oversee these and other projects for the DCU Center. No internal candidate has been identified to handle this work with all of the current projects underway in the City.

5. SMG Reporting - Sandy Dunn

a. Monthly Highlights / Financial Statements (November 2018) – *Included in Package*
Sandy Dunn also reported the successful year the Common Oval is having with attendance nearly doubling as of December 31st. The weather has helped along with increased City marketing efforts. Commissioner Brissette commented that people are starting to feel more comfortable with the area as police detail has also been added. Chairman Harrity inquired about vandals. Ms. Dunn stated that no incidents have been reported at the Oval specifically however, there was some vandalism to a Pow Wow installation very early in the season.

b. Sales Report – Jim Moughan
In addition to what was mentioned in this month’s package, **MAPHERD** has been a very stable event for many years in Worcester and will continue into 2022 – 2024 along with the **STEM Conference** for two additional years. **The Sewing and Quilt Expo** will be brought back into the Fall season rather than the Spring as previous booked.

5. Adjournment

Commissioner Brissette motioned to adjourn; seconded by Commissioner Alexander.
(4 years, 0 days) *Motion passed.*

Meeting Adjourned at 8:44 am.

Next Standard Meeting:

Thursday, February 28th, 2019 at 7:30am (Breakfast), 8:00am Meeting – DCU Center Conference Room