

**CIVIC CENTER COMMISSION  
MEETING MINUTES  
May 28, 2015**

**Attendees:**

**CCC Members:** Chairman John Budd, Commissioner John Harrity & Commissioner John Brissette

**Absent:** Commissioner Lowell Alexander, Vice-Chair Jim Knowlton

**City:** John Odell & Candee Raphaelson

**SMG:** Sandy Dunn, James Moughan, Julia Iorio, Robert Hornbaker, & Frank Aucoin

**Guests:** Aaron Nicodemus , Telegram & Gazette

**Minutes Prepared by:** Paige Williamson, SMG

**1. Call to Order:**

Chairman Budd brought the meeting to order at 12:16pm.

**2. Acceptance of the Meeting Minutes – April 23, 2015**

Commissioner Harrity motioned to accept the meeting minutes from April 23, 2015, 2015; Seconded by Commissioner Brissette. (3 yeas, 0 nays) *Motion passed.*

**3. Major Projects – John Odell**

**a. Expansion & Refurbishment Project – Phase II**

John Odell reported that he plans to have the Capital allocation figures for 2016 available in about two weeks.

**b. Capital Projects**

*Corner Retail Space* - The Pre-Construction meeting went very well. Construction is scheduled to begin on June 2<sup>nd</sup>, 2015 with an estimated completion date of August 19<sup>th</sup>.

*Lighting* - Mr. Odell reported that there are still some small issues that he and the engineers are continuing to work to resolve. The net cost of the project must be covered by the incentive. This line item is long overdue; however, it has no expiration date. Commissioner Brissette inquired whether another venue has completed this same type of project. Mr. Odell responded that yes, but no other venue in MA has done this size of similar project.

*Door* - The bid is scheduled to be put out in July. Sandy Dunn inquired whether the door meets code specifications now without having the collapsible option. Mr. Odell has inquired with the Code Department and is awaiting clarification.

**4. SMG Reporting – Sandy Dunn / Julia Iorio / James Moughan (detail included in monthly packet)**

**a. Monthly Highlights**

The Worcester Sharks will be completely moved out by tomorrow. Eight of their staff followed the team to the San Jose location. SMG is looking to entertain short term vendors in the old Sharks office space. Conversations continue with potential hockey, lacrosse, & soccer tenants. Ms. Dunn also commented that the DCU Center was host to the Hartford / Hershey hockey playoff games, however, the attendance numbers just did not follow what was anticipated.

Commissioner Budd inquired if the art mural was still planning to be installed as previously mentioned. Sandy Dunn acknowledged that yes, the mural was being targeted for installation in September.

b. *Financial Statements – March 2015*

The projected yearly figures continue to be on track as the venue's busiest month and are ahead. SMG is continuing to save on indirect expenses and expects to make budget.

c. *Sales Report*

Highlights include contracting three Holy Cross events for 2015-2016, and rebooking Wachusett Regional High School Senior Prom for 2016. An inquiry was made regarding the return of hosting MIAA Hockey. Ms. Dunn stated that conversations are still going on surrounding this topic and will depend on whether there will be ice down and if it would financially make sense for the DCU Center at the time the event will be taking place in 2016.

5. **Operations Power Point Presentation & Destination Worcester Sales Video – Robert Hornbaker, Frank Aucoin, & Sandy Dunn**

6. **Adjournment**

Chairman Budd motioned to adjourn; seconded by Commissioner Harrity. (3 yeas, 0 nays)

*Motion passed.*

*Meeting Adjourned – 1:05pm*

*Next Meeting: June 25th, 2015 / 12 Noon DCU Center Conference Room*