

## **CIVIC CENTER COMMISSION**

Date: Thursday, October 27, 2022 at 9:00am  
DCU Center, 50 Foster Street, Worcester, MA  
2nd Floor conference room  
and virtually via Webex

### **MEETING MINUTES**

#### **Attendees**

##### **Civic Center Commissioners Present**

Chair Brissette, District 1, Lowell Alexander, Dist. 2, Commissioner Herideen, Dist. 5, and Commissioner Economou, Dist. 1

##### **Civic Center Commissioner Absent**

None

#### **City Staff**

Julie Lynch, Chief of Public Facilities and Damaris Acevedo, Staff Assistant

#### **ASM Global (SMG):**

Sandy Dunn, Jim Moughan, and Melissa Bishop

#### **1. Call to Order**

Chairman Brissette called the meeting to order at 9:10am. He noted Former Commissioner Knowlton's expiration of term and presented him with a name plate that has his former position and term duration. The name plate will be placed on the board in the lobby as well as a plaque thanking Mr. Knowlton for his service. Chairman Brissette then inquired if new Commissioner will be on board in the next meeting. Ms. Lynch noted interviews are in process and a new Commissioner would attend the next meeting in December or January 2023.

#### **2. Acceptance of Meeting Minutes**

Meeting minutes were voted for acceptance.

#### **3. Project Status Updates – City of Worcester**

- A. Ms. Lynch noted the current projects and repairs of the DCU facility. ARPA funds vault upgrade continues and there are three (3) parts of the work in need of completion:
  - I. Green Room/Executive Room HVAC \Sensor
  - II. Vault Sprinkler
  - III. Storm drainage system
- B. Telephone upgrade is pending coordination with ASM Global's vendor Windstream to carry numbers over to the VOIP system. Installation of final switches is pending receipt of equipment. 77 of 78 cameras are installed and operational. Training of ASM Global's security staff and credentialling will be scheduled by DPF.
- C. ASM has received the sample ballroom chair from Shev, which was approved by ASM Global. DPF did not approve the sample chair finishes. DPF is working with Shev to obtain a modified sample chair with alternate fabric. Chairman Brissette inquired the duration of approving and

ordering of the chairs. Ms. Dunn expressed concern with original sample of chair and indicated that requesting re-sampling of chairs takes 6 to 8 weeks. Each Commissioner as well as Chairman Brissette expressed their concerns/frustration with the duration of obtaining chairs. Ms. Dunn elaborated on neutral color for the chairs due to clients' demands.

- D. HVAC Upgrade – Ms. Lynch noted that communication wiring is on temporary switches and should be operational. ASM Global will be trained with DPF team on learning Alerton (building management system that controls the HVAC).
- E. Mini Split at the Glazy Susan is complete.
- F. Phase II design with Populous Architects is underway. Ms. Lynch noted that Populous sent an estimate pertaining to line items for short-term improvements and is working with DPF on masterplan proposal for long-term improvements; funding will then be requested. Chairman Brissette suggested better communication between DPF/Populous and ASM Global team regarding any changes. Commissioner Herriden expressed her concerns regarding interior/exterior designers' perspective and not collaborating with ASM Global's team on suggestions. Ms. Lynch agreed with Chairman Brissette's request for a presentation on the vision of the DCU Center. Ms. Dunn has been involved with the vision of the DCU Center.

#### **4. AMS Global Reporting**

##### **a. Monthly Highlights/Financial Statements**

Ms. Dunn provided event highlights and noted ASM Global is looking to bring new promoters to Worcester.

ASM Global added small enhancements to their 40 year wall scape and moved autograph pieces with the Worcester Centrum log from the primary hallway to the wall near the small banquet room. They are also now using railyard as a VIP section prior to events.

##### **b. Convention Center Highlights**

Mr. Moughan provided an update on Convention Center events.

##### **c. Financial Statements**

Ms. Bishop provided an update on ASM Global's financial status. Year-to-Date as of September has net loss of \$631,000, which \$196,000 better than budget with nine (9) more event days than anticipated for the first three (3) months.

#### **5. Technology Updates**

Ms. Dunn noted that DCU Operations recycled electronics and computers, and was rolling in new IT.

#### **5. Adjourn**

Chair Brissette motioned to adjourn. Motion was accepted at 10:04am.

**Next meeting: December 1, 2022 at 9am**