

**CIVIC CENTER COMMISSION
MEETING MINUTES
April 28, 2016**

Attendees:

CCC Members: Chairman John Budd, Commissioner John Harrity, Vice-Chair Jim Knowlton,

Absent: Commissioner John Brissette, Commissioner Lowell Alexander

City: John Odell, Candee Raphaelson

SMG: James Moughan, Julia Iorio Absent: Sandy Dunn

Guests: Jeanine Belcastro Went, HECCMA & Courtney Beinhaur, The Campus Agency

Minutes Prepared by: Paige Williamson, SMG

1. Call to Order:

Chairman Budd brought the meeting to order at 12:10pm.

2. Acceptance of the Meeting Minutes – March 24, 2016

Commissioner Harrity motioned to accept the meeting minutes from March 24, 2016; Seconded by Vice Commissioner Knowlton. (3 yeas, 0 nays) *Motion passed.*

3. Higher Education Consortium of Central MA – Rent Waiver Request

Jeanine Belcastro Went from HECCMA and Courtney Beinhaur attended the Commission meeting on behalf of bringing a First Annual College Fest to Worcester with the hopes of targeting new students and student leaders from the various campuses throughout the City at the beginning of the new school year 2016-17. Event would be based on College Fest Boston (CFB). CFB has been in existence for over 30 years and has recently moved from the Hynes Convention Center to Fenway Park. It's goal is to encourage students to explore what the City has to offer, intermingle with other college students, enjoy student centered entertainment for the day, along with visit with a variety of vendors, all while showcasing the DCU Center facility. This would be a non-alcoholic event and free of charge to college students. Jim Moughan has already met with the organization and has put the date on hold for one side of the Exhibition Hall space (the Maroon 5 concert is the same day, therefore, staging would be needed most likely in the South Exhibit Hall). Jim Moughan stated that this event would have a positive economic impact to the City with attendees expected to explore downtown area establishments at the conclusion of the festival. John Odell commented that the City of Worcester is in full support of having this event take place. The organizers of the event stated that they are looking to have this event grow from year to year and have estimated up to 10,000 students attending.

Commissioner Harrity motioned to grant the Rent Waiver Request for the Higher Education Consortium of Central MA's Event "*College Fest*" on *September 17, 2016*; Seconded by Vice Chair Knowlton. (Unanimous. 3 yeas, 0 nays) *Passed.*

5. Major Projects – John Odell

a. Capital Projects

- i. **Lighting – National Grid – Project Incentives*** – Project is well underway. Materials have been ordered. Representatives are on site now reviewing information with SMG Operations staff. Estimate that within a 2-3 week period, a schedule will be in place to begin the layout of installation.
- ii. **Metal Detectors*** –Units have been received and the training has been conducted. There was a small misunderstanding with what was actually received, as far as the materials for the set up process of the actual units, which the City is already under negotiations to rectify and is confident that this will be fixed shortly. Jim Moughan

stated that the units were used for the Avett Brothers Concert and for the RBBB Circus. They will continue to be used for all ticketed events in the arena. One college graduation has already requested the use of the detectors as well (which will be at an additional charge). John Odell stated that more hardwire is also being researched to recharge the units, while a curtaining type system for when the units are not in use is being reviewed by SMG. Signage has also been forwarded to the surrounding parking facilities to alert incoming patrons of what not to bring in from their vehicles. In addition, exterior announcements are being made on the plaza.

- iii. **WiFi** – Mr. Odell informed the Commission that the City would be hiring a consultant to evaluate the WiFi and networking needs of the entire DCU Center facility which would also include security, card access, cameras, etc. Once the assessment has been completed, the pricing information will be presented back to the Commission and compared to the funding that would be available in the upcoming phases. Jim Moughan asked for an update on the Fire Alarm System to which Mr. Odell replied that he and Rick Trifero felt the vendor would be on board within the next 2-3 weeks. Mr. Moughan also inquired about the large window seals that are broken in the Convention Center. John Odell replied that research is currently being done to locate the original specs.

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

- a. *Monthly Highlights*
- b. *Financial Statements – February 2016*

For the entire month of March, only 1 day was a non-event day. Stop and Shop event was booked for a total of 57 days in the Convention Center.

Mr. Moughan mentioned that the Friday night performance of the Circus was a sell out this year drawing approximately 7,000, which had not happened in close to 20 years.

Chairman Budd inquired about the yearly audit. Julia Iorio responded that typically the audit is scheduled in mid-July, but has not yet been finalized. She did also mention that this year an SMG auditor will also be visiting the facility in June.

5. Adjournment

Commissioner Harrity motioned to adjourn; seconded by Vice Chair Knowlton.
(3 yeas, 0 nays) Motion passed.

Meeting Adjourned at 12:55pm

May Meeting: Thursday, 5/26/16 / 12 Noon – DCU Center Conference Room