

# City of Worcester, Massachusetts

Edward M. Augustus, Jr.  
City Manager

Michael E. Traynor, Esq.  
Chief Executive Officer  
Worcester Redevelopment Authority



**WORCESTER REDEVELOPMENT AUTHORITY**  
**Friday, August 12, 2016**  
**8:00 A.M.**  
**Esther Howland Chamber, City Hall, 3<sup>rd</sup> Floor**  
**Worcester, MA 01608**

**Present:**

*Worcester Redevelopment Authority Board*

Steven Rothschild, Vice Chair  
Jennifer Gaskin, Secretary  
David Minasian  
Sumner Tilton

*Staff*

Michael Traynor, Chief Development Officer  
Jennifer H. Beaton, Deputy City Solicitor  
Erin Cahill, WRA Financial Manager  
John Odell, Energy & Asset Management  
Jeanette Roach, Office of Economic Development  
Jane Bresnahan, Office of Economic Development  
Judy Warren, Cable Services

Pursuant to a notice given (attached), a meeting of the Worcester Redevelopment Authority was held at 8:00 A.M. on August 12, 2016.

**1. Call to Order**

Chief Executive Officer Michael Traynor called the meeting to order at 8:30 A.M.

**2. Roll Call**

Mr. Traynor called the roll.

**3. Minutes of the June 17, 2016**

Mr. Rothschild asked the Board to review the minutes of the June 17, 2016 meeting. Ms. Gaskins offered approval of the June 17, 2016 and Mr. Minasian seconded approval.

## **New Business**

- 1. Authorize Change Order No. 1 in the amount of \$6,178.36, and Change Order No. 2 in the amount of (\$7,846.64) to the Owner-Contractor Agreement between the Authority and Northern Contracting Corp., for the Union Station Public Restroom Improvements project.**

Ms. Gaskins offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Change Order No. 1 in the amount of Six Thousand One Hundred Seventy Eight Dollars and Thirty Six Cents (\$6,178.36) and Change Order No. 2 in the amount of negative Seven Thousand Eight Hundred Forty Six Dollars and Sixty Four Cents (-\$7,846.64) to the Owner Contractor Agreement between the Worcester Redevelopment Authority and Northern Contracting Corp. relative to the Union Station public restroom improvements project.**

Mr. Minasian seconded the motion and it was voted 4-0 on a voice vote.

- 2. Authorize contract with HB Communications, Inc. in the amount of \$46,388.00 for the furnishing, installation and maintenance of digital signage at Union Station.**

Ms. Roach reviewed with the Board the description of the signage being used at City Hall and the possible inclusion at Union Station with regard to advertising. The City is in the process of reviewing policy and procedure and will provide the Board with an update at the September meeting. Mr. Traynor informed the Board that the information is City related and that no advertising is taking place at this time.

Mr. Tilton offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute a contract with HB Communications, Inc. in the not-to-exceed amount of Forty Six Thousand Three Hundred Eighty Eight Dollars and No Cents (\$46,388.00) for the furnishing, installation and maintenance of digital signage at Union Station.**

Mr. Minasian seconded the motion and it was voted 4-0 on a voice vote.

- 3. Authorize Amendment No. 3, in the amount of \$69,700.00, to the Design Services Agreement between the Authority and Nault Architects, Inc. for design services related to the following Phase II capital improvement projects at Union Station.**

Ms. Roach reviewed several of the Phase II capital improvement projects that will be included in Amendment No. 3.

Mr. Minasian offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Amendment No. 3 in the not to exceed amount of Sixty Nine Thousand Seven Hundred Dollars and No Cents (\$69,700.00) to Design Services Agreement between the Authority and Nault Architects, Inc. for design services related to certain Phase II capital improvement projects at Union Station.**

Mr. Tilton seconded the motion and it was voted 4-0 on a voice vote.

- 4. Authorize contract with Sunshine Sign Company, Inc. in the amount of \$18,937.11 for the furnishing and installation of banners in and around Harding Street entrance to Union Station.**

Mr. Tilton offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute a contract with Sunshine Sign Company, Inc. in the not-to-exceed amount of Eighteen Thousand Nine Hundred Thirty Seven Dollars and Eleven Cents (\$18,937.11) for the furnishing and installation of banners in and around the Harding Street entrance to Union Station.**

Ms. Gaskins seconded the motion and it was voted 4-0 on a voice vote.

- 5. Authorize a contract with Ricciardi Bros., Inc., in the amount of \$24,900.00 for exterior improvements to the Harding Street entrance to Union Station including pavement markings, site signs and posts, crosswalk signage, curb cuts and detectable warnings.**

Mr. Tilton offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute a contract with Ricciardi Bros. Inc. in the not-to-exceed amount of Twenty Four Thousand Nine Hundred Dollars and No Cents (\$24,900.00) for exterior improvements to the Harding Street entrance to Union Station, including pavement markings, site signs and posts, crosswalk signage, curb cuts and detectable warnings.**

Ms. Gaskins seconded the motion and it was voted 4-0 on a voice vote.

- 6. Update – Request to P & W Railroad for Bridge Cleaning/Painting**

Mr. Traynor informed the Board that he will work with the City Manager and Mr. Murray of the Worcester Regional Chamber of Commerce to re-engage previous conversation with Providence & Worcester Railroad for bridge cleaning and painting. Board members requested that this item become a rolling agenda item.

- 7. Update – Proposed Worcester Fire Museum**

Mr. Traynor informed the Board that the proposal for the Worcester Fire Museum will be presented at the September meeting with renderings of the project and financials. Members of the Committee meet with City Manager Augustus and Chief Financial Officer Zidelis. The

project will also include moving from Meade Street the Fire Prevention Division which will allow a fulltime presence in the proposed location.

**8. Discussion on Proposed City Policy for Private, Commercial Advertising on City Properties**

Mr. Traynor informed the Board that the City Manager is evaluating all parking structures in the City along with the Off-Street Parking Board to determine the extent of advertising both inside and out and evaluation of the structures with respect to historic nature. Mr. Traynor will update the Board once the proposed policy has been developed.

**9. Boston Surface Railroad – Letter of Support Request**

Mr. Traynor advised the Board that Vincent Bono – Boston Surface Railroad Company, who will be initiating passenger rail surface transportation from Worcester to Providence, RI, has requested a letter of support to the petition that has been filed with the Surface Transportation Board in Washington, DC. A copy of that support letter will be included in the next Board package.

**10. Financial Update Report**

**Monthly Expenditure Report  
Updated Executed Contracts and Payments**

Ms. Cahill reported that between June 13, 2016 and August 8, 2016 expenses was \$576,706.86, with urban renewal expenses in the amount of \$29, 480.00, operating expenses in the amount of \$419,000.00 which included City of Worcester Jobs Fund donation through the sale of the Washington Square parcel. There were capital expenses in the amount of \$128, 000.00 submitted to the FTA.

**11. Status Reports – Miscellaneous/Improvement Projects**

- a) Union Station Harding Street Improvements Project Wall
- b) Union Station Restrooms Project
- c) Union Station – Vendor & Maintenance Performance
- d) Tenants Updates
- e) Security System Update
- f) Union Station Interior and Exterior Signage

11a. was taken up with item 5. The Union Station restroom project is essentially completed.

**11. Adjournment**

There being no further business, the Board motioned to adjourn the meeting at 9:12 A.M.

Respectfully submitted,

Michael E. Traynor, Esq.  
Chief Executive Officer