

City of Worcester, Massachusetts

Edward M. Augustus, Jr.
City Manager

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



WORCESTER REDEVELOPMENT AUTHORITY

Friday, October 9, 2015

8:00 A.M.

Levi Lincoln Chamber, City Hall, 3rd Floor
Worcester, MA 01608

Present:

Worcester Redevelopment Authority Board

Vincent A. Pedone, Chair
Steven Rothschild, Vice chair
Sumner Tilton

Staff

Michael E. Traynor, Chief Executive Officer
Heather Gould, Assistant Chief Development Officer
Jennifer H. Beaton, Deputy City Solicitor
John Odell, Energy and Asset Management
Erin Cahill, WRA Financial Manager
Amanda Gregoire, Office of Economic Development
Jane Bresnahan, Office of Economic Development

Pursuant to a notice given (attached), a meeting of the Worcester Redevelopment Authority was held at 8:00 A.M. on October 9, 2015.

1. Call to Order

Chief Executive Officer Michael Traynor called the meeting to order at 8:10 A.M.

2. Roll Call

Mr. Traynor called the roll.

3. Minutes of the September 18, 2015 Meeting

Mr. Pedone asked the Board to review the minutes of the September 18, 2015 meeting. Mr. Tilton offered approval of the minutes with Mr. Rothschild seconding the approval.

The minutes were approved by the Board on a 3-0 voice vote.

Mr. Traynor introduced and welcomed Deputy City Solicitor Jennifer Beaton to the Board. Ms. Beaton will be handling the legal matters previously handled by Mr. Traynor.

New Business

1. Procurement of Security Services for Union Station:

a) Discussion of Scope of Services

b) Authorize issuance of an RFP or procure from a statewide contract through the Commonwealth of Massachusetts Office of Operational Services Division

Mr. Traynor reported on a meeting that took place with Chair Pedone and Board Member Jennifer Gaskin and William Lusignan, owner of Lusignan Security. Mr. Lusignan expressed concerns about the building being too large to effectively patrol with one guard. He would like to add a second guard that would cover a shift from 4:00 a.m. to 10:00 a.m. Mr. Traynor discussed with Mr. Lusignan adding the above to the scope of services and asked if he would extend his contract until November. Mr. Lusignan agreed to an extension of his contract and requested a \$2.00 increase from (\$13.10 to \$15.10) per hour. Mr. Traynor advised the Board that a request will have to be made to the Chief Financial Officer (CFO) to fund the rate increase and the costs of the added service. Board members expressed concern about the building security issues and requested Mr. Traynor relay that information to the CFO. Discussion followed on the scope of services for the issuance of a future Request for Proposals, additional ways to fund the contract, and general financial concerns.

2. Authorize Amendment No. 1 to the Professional Services Agreement with Lusignan Security Agency, Inc. to extend the term of the contact to November 30, 2015.

After discussion Chair Pedone offered the following changes to the vote:

Mr. Rothschild offered the following amended Vote:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Amendment No. 1 to the Professional Services Agreement with Lusignan Security Agency, Inc. to extend the term of the contact to December 31, 2015 or until such time as a new contract is executed and to increase the hourly rate from \$13.10 to \$15.10.

And Be It Further Voted, to amend the current contract to add an additional security guard between the hours of 4:00 AM to 10:00 AM to patrol the building and the parking garage seven days a week and to have mobile phone available.

Mr. Tilton seconded the motion, it was voted 3-0 on a voice vote.

3. Authorize Amendment No. 5 to Lamoureux Pagano Architectural Services Contract to provide Contract Administration – First Floor Public Bathrooms Project and Additional Services for Harding Street Improvements Project

Mr. Traynor provided the Board with Amendment No. 5 for the architectural services contract with Lamoureux Pagano for continued work on the Harding Street Improvements Project as well as the construction administration services for the First Floor Public Bathrooms Project.

Mr. Rothschild offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Amendment No. 5, in the amount of \$23,040.00, to the Design Services Agreement between the Authority and Lamoureux Pagano Associates for construction administration services related to the Union Station First Floor Bathrooms Project and for additional design services relative to the Harding Street Improvements Project.

Mr. Tilton seconded the motion, it was voted 3-0 on a voice vote.

4. Authorize Issuance of a Certificate of Completion for 61 Myrtle Street (New Salem Street Land Assembly and Redevelopment Project Area - 1968)

Mr. Traynor informed the Board that there was a request from the property owners of 61 Myrtle Street requesting a Certification of Completion that was referenced in a deed of the WRA to Callahan Brothers Realty Corporation in September of 1967.

Mr. Rothschild offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes any two of its members to execute a certificate of completion evidencing full compliance with the terms and conditions set forth in the Land Disposition Agreement executed between the parties, dated September 25, 1967, referred to and incorporated in the deed of the Worcester Redevelopment Authority to Callahan Brothers Realty Corporation for property located at 61 Myrtle Street, Worcester, MA, recorded in the Worcester Southern District Registry of Deeds in Book 4833, Book 525.

Mr. Tilton seconded the motion, it was voted 3-0 on a voice vote.

- 5. Communication from Boston Surface Railroad Company:**
- a) Request permission for BSRC passengers to use Union Station/upper level exit adjacent to VHB**
 - b) Request for license agreement to locate a ticketing kiosk on the first floor**
 - c) Request permission to install a four season canopy extending from the station exit to the area along the Providence & Worcester Railroad's tracks, where the BSRC platform will be located. All at no cost to the Authority.**

Mr. Traynor provided the Board with correspondence from Vincent Bono, Chairman, CEO of Boston Surface Railroad Company. Mr. Bono thanked the members for allowing him to present his plans at the September board meeting. The Board reviewed Mr. Bono's requests and will work with him prior to initiation of service. Mr. Bono also submitted a rendering of the

canopy he proposes to install, entirely at BSRC's cost, to provide cover along the portion of the platform that BSRC's patrons will utilize .

6. Discussion/Presentation of Proposed Interior Electronic Information Signage Project

Mr. Odell provided the Board with a rendering of proposed digital signage that is being used by the City and possible coordination for use in Union Station. Mr. Odell stated the there is an estimated cost of \$27,000.00 to \$30,000.00. The Board asked Mr. Odell to determine whether the WRA can buy the signage from an existing state contract or whether an RFP needs to issue. Mr Odell will report back with his findings and a recommendation at the Board's November meeting.

**7. Financial Update Report
Update FTA Reimbursement
Monthly Expenditure Report
Updated Executed Contracts and Payments**

Ms. Cahill reported that between September 14, 2015 and October 2, 2015 there were expenses of \$30,185.61. There were no additional capital payments made.

8. Status Reports – Miscellaneous/Improvement Projects
a) Union Station Signage Project
b) Union Station Harding Street Improvements Project
c) Union Station Restrooms Project
d) Union Station – Vendor & Maintenance Performance
e) Tenants Updates
f) Security System Update

Mr. Odell submitted to the Board renderings of the signage that has been installed and placed throughout the Station. Board members were pleased of the final product. Mr. Traynor suggested that the Board remove the item "Union Station Signage Project" from Status Reports. Mr. Odell stated that the wall and lighting elements along with the bridge cleaning of the Harding Street Improvements Project should be completed by the end of the month, or the latest, daylight savings time.

9. Adjournment

There being no further business, the Board motioned to adjourn the meeting at 9:20 A.M.

Respectfully submitted,

Michael E. Traynor, Esq.
Chief Executive Officer