

City of Worcester, Massachusetts

Edward M. Augustus, Jr.
City Manager

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Chief Executive Officer
Worcester Redevelopment Authority



WORCESTER REDEVELOPMENT AUTHORITY

Thursday, November 9, 2017

4:00 P.M.

City Hall, Levi Lincoln Chamber

Worcester, MA 01608

Present:

Worcester Redevelopment Authority Board

Vincent Pedone, Chair
David Minasian, Vice Chair
Michael Angelini

Staff

Michael E. Traynor, Esq., Chief Development Officer
Paul Morano, Assistant Chief Development Officer
Erin Cahill, WRA Financial Manager
John Odell, Energy & Asset Management
Jeanette Tozer, 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 4:00 P.M. on Thursday, November 9, 2017.

1. Call to Order

Mr. Pedone called the meeting to order at 4:00 P.M.

2. Roll Call

Mr. Traynor called the roll.

3. Approval of Minutes: August 11, 2017, and Executive Session Minutes of August 11, 2017 and August 17, 2017

Chair Mr. Pedone asked the Board to review the minutes of the August 11, 2017, meeting and Executive Session Minutes of August 11, 2017 and August 17, 2017. Mr. Angelini offered approval of the August, 11, 2017 minutes and Executive Session minutes August 11, 2017 and August 17, 2017, Mr. Minasian seconded approval. By a roll call vote the Executive Session minutes of August 11, 2017 and August 17, 2017 and the August 11, 2017 minutes were unanimously accepted.

New Business

1. Notice of Intent to Extend and Renew Lease – Maxwell Silverman’s Banquet and Conference Center at Union Station, Inc.

Mr. Traynor informed the Board that by letter, Maxwell Silverman’s Banquet and Conference Center at Union Station, Inc., exercised the right to extend the term of the fourth Amendment to the Lease dated July 12, 2011, until June 30, 2023. Chair Pedone asked if there were any other actions the Board needed to take. Mr. Traynor advised that the Lessee holds the right to extend the lease within a certain timeframe and that they are within said timeframe. The Board approved the extension.

2. Request to Use Former Byblos Lounge Space – stART at the Station – December 3, 2017

Mr. Traynor advised that this is the winter version of StART on the Street held at Union Station. With the Byblos space now empty, Tina Zlody approached Mr. Traynor and asked if the WRA would allow them to use that space. The vendors will remain in the Grand Hall and the tenant space would be used for entertainment and a seating area. Ms. Zlody offered to pay a fee for use of the space. The Board discussed providing a waiver of the fee given that they provide a public service for the city. Mr. Traynor asked Mr. Odell if any expenses would be incurred for opening and cleaning the space. Mr. Odell stated that the estimated cost to open and clean the space would be about four hundred dollars, a nominal fee that would allow the WRA to break even. Chair Pedone asked Mr. Traynor to prepare a contract for use of the space for the event.

3. Amendment No. 2 to the MOU between the WRA and the WRTA

Mr. Traynor advised that the total allocation of Federal Transit Administration (FTA) funding is \$2,216,978.26.

Mr. Angelini offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Amendment No. 2 to the Memorandum of Understanding by and between the Worcester Redevelopment Authority and the Worcester Regional Transit Authority relative to the Authority’s receipt of Federal Transportation Authority Section 5337 State of Good Repair Apportionment Funds in the amount of \$2,216,978.26 towards the financing of certain capital improvement projects at Union Station.

Mr. Minasian seconded the motion; it was voted 3-0 on a voice vote.

4. Amendment No. 1 to Greyhound Lease – Revised Parking Arrangements

Mr. Traynor advised the Board that this is an amendment to the lease to adjust the parking arrangements with Greyhound. The original lease provided for ten spaces on the surface lot that later became the site of the WRTA Hub, and the parking spaces were moved into the Union Station Garage. Recently there has been a change between the operations of Greyhound and Peter Pan Bus Lines, and Greyhound has taken over as lead entity. The WRA has been made aware that Greyhound has requested six spaces in the garage instead of ten, and the lease is being amended to reflect this change in addition to the provision of one space for cargo pickup and drop-off in the back of Union Station. The lease amendment essentially lowers expenses for the WRA.

Mr. Minasian offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Amendment No. 1 to the commercial lease agreement dated July 18, 2006 by and between the Worcester Redevelopment Authority and the Greyhound Lines, Inc. to amend the permitted parking requirements.

Mr. Angelini seconded the motion; it was voted 3-0 on a voice vote.

5. Authorize Change Order No. 1 to the Service Agreement between the Worcester Redevelopment Authority and Sunshine Sign Company, Inc. relative to the Harding Street Improvements – Banners project to provide a credit to the Authority in the amount of One Thousand Two Hundred Dollars and Zero Cents (\$1,200.00)

Mr. Angelini offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Change Order No.1 to the Owner Contractor Agreement between the Worcester Redevelopment Authority and Sunshine Sign Company, Inc. for the furnishing and installation of banners in and around the Harding Street entrance to Union Station to provide a credit to the Authority in the amount of One Thousand Two Hundred Dollars and No Cents (\$1,200.00).

Mr. Minasian seconded the motion; it was voted 3-0 on a voice vote.

6. Authorize Amendment No. 7 to Design Services Agreement with Nault Architects, Inc. – Corridor Project

This amendment is for the design of a corridor to connect the proposed Fire Museum space to the Grand Hall that allows access to the restrooms in the Grand Hall. Currently, restroom access from the proposed Fire Museum space requires exiting the building and reentering through the front. The design of the corridor includes plumbing, electrical, and fire safety work.

Chair Pedone stated that the Worcester Historical Fire Society is still interested in putting the Fire Museum in Union Station but that the leak remediation work is needed before they can proceed with their fundraising efforts. Mr. Odell stated that the first step involves the WRA

Board, and staff recently received a response back from Lamoureux Pagano Associates with a revised proposal based on the significantly changed scope of work for the leak remediation project. The proposal is currently under review and the intention is to have the Board authorize a contract amendment at the next meeting. Chair Pedone questioned if the leak remediation project is operating under the eighty percent reimbursement from the FTA. Mr. Odell confirmed that it is. Mr. Minasian questioned the changed scope. Mr. Odell stated that the original project was extensive and involved completely removing and replacing the train platform, plaza, and the underlying drainage system. The scope of work has changed with the understanding that there is going to be a separate center platform constructed by the MBTA within five years, and it makes more sense to go with a shorter term fix in the meantime. After the center platform is constructed, the WRA will be in a much better position to determine what, if anything, will be done to replace the existing platform, with options including covering the space and installing a solar array. If the platform area is covered, water infiltration will no longer be an issue. Shorter-term repairs to mitigate current water infiltration issues will allow the WRA to make an informed decision about next steps down the line.

Mr. Minasian offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Amendment No. 7, in the not to exceed amount of \$15,200.00, to the Design Services Agreement between the Authority and Nault Architects, Inc. for design services related to the corridor project at Union Station.

Mr. Angelini seconded the motion; it was voted 3-0 on a voice vote.

7. **Authorize the Bidding and Award of Contracts for Union Station Capital Projects-**
 - a) **Exterior and Interior Lighting Upgrades Project**
 - b) **Interior Painting Project**
 - c) **Interior Renovation Project Consisting of Refinishing of Elevator; Upgrade Basement and Second Floor Restrooms; and Decommissioning of Handicap Lift and Installation of Accessible Ramp**

Mr. Traynor informed the Board that the plans for the above projects are between seventy-five and ninety-five percent complete, and that the WRA will be able to bid them out and award contracts to the lowest responsible bidders in the near future.

Mr. Angelini offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes its chief executive officer to solicit bids pursuant to M.G.L. c. 149, through the city of Worcester purchasing division, and upon the chief executive officer's determination of the lowest responsible and eligible bidder, the Authority hereby authorizes its chair or vice chair to execute contracts prepared by the Authority's legal counsel, for the following Union Station capital projects:

- a) **Exterior and Interior Lighting Upgrades Project;**
- b) **Interior Painting Project; and**
- c) **Interior Renovation Project Consisting of Refinishing of Elevator; Upgrade Basement and Second Floor Restrooms; and**

Decommissioning of Handicap Lift and Installation of Accessible Ramp.

Mr. Minasian seconded the motion; it was voted 3-0 on a voice vote.

8. Financial Update Report

Monthly Expenditure Report Updated Executed Contracts and Payments

Ms. Cahill stated that for the period September 2, 2017 through November 6, 2017 there were expenses incurred totaling \$325,680.13. Approximately \$273,000 was for operating expenses and approximately \$52,000 was for capital expenses.

9. Status Reports – Miscellaneous/Improvement Projects

- a) Union Station Exterior Stucco Project**
- b) Union Station – Vendor & Maintenance Performance**
- c) Union Station – Leak Remediation Project**
- d) Tenant Updates – Former Tenant**
- e) Security Update**
- f) Urban Revitalization Plan**

Mr. Odell stated that the exterior stucco work will be completed when the weather warms up. The final report on for the flagpole repairs recommended modifying the existing flag poles, but grant funding still needs to be authorized by the FTA to cover the costs. Grant funding approval is anticipated sometime early next year.

Mr. Traynor advised the Board that CMRPC will be relocating to the Unum building after determining that they have outgrown their space and need additional capacity. VHB has forwarded correspondence that they would like to expand into the space once occupied by CMRPC, and the WRA will begin working on an amendment to that lease.

Chair Pedone stated that he read about the City Manager's intentions to open a substation of the Worcester Police Department in Union Station and inquired about the current vendor and the timeline for the Police Department presence in Union Station. Mr. Traynor informed the Board that the current goal is to have a fulltime presence beginning in January 2018. Mr. Odell has been in discussions with the Chief of Police regarding the substation, and the WPD will be initially housed in a temporary space while a permanent space is constructed. Chair Pedone requested a full status report for the December meeting including an update on where they are in talks with the City Manager, City Council, and the Police Department. The report should include information about staffing levels, costs, and whether or not the intention is to provide a downtown WPD presence or just at Union Station. Mr. Traynor informed the Board that the plan is to use the monies currently paying for private security services for the Police Department substation. The plan is to house both dedicated officers for Union Station and officers that will patrol the downtown area. The officers that currently patrol the Common and the surrounding area will be based out of Union Station, and their patrol area will extend to the Union Station garage as well as the WRTA Hub, the Library, City Hall, and potentially to the Green Street parking lot area. The goal is to have a twenty-four hour WPD presence.

Chair Pedone stated that at a previous meeting the WRA Board authorized moving forward with the eminent domain takings process for two properties in the urban revitalization plan upon receipt of appraisals. Mr. Traynor informed the Board that two appraisals were received for the properties at 517 and 521 Main Street, and that staff are in discussions with DHCD as to whether two more appraisals are needed or if they can rely on the appraisals that were done during the planning process. Once this is determined, the process of meeting with the property owners to discuss the acquisition of those properties and relocation plans can move forward. Mr. Traynor informed the Board that the original intent of the Urban Renewal Plan was such that acquisition would occur only after a developer was lined up. It appears that it is now necessary to deviate from that process in order to stabilize these particular properties. Mr. Traynor stated that there were private parties in discussion with the current property owners, and that a status update would be provided at the December meeting. In the meantime, the WRA is continuing along on the path to acquire these properties either by eminent domain or an agreed upon sale. Chair Pedone requested an agenda item for the next meeting to review the next steps for the two properties as well as to inform the City Manager and the Mayor.

Mr. Traynor informed the Board that Julie Holstrom, Senior Project Manager from the Worcester Business Development Corporation (WBDC) was present to speak to the Board. Ms. Holstrom noted that the WBDC is concerned about the 521 Main Street building as an abutting property owner. Structural damage and demolition debris has impeded access to Allen Court since April 2017, and the building itself has been open to the elements since that time. WBDC has been in conversation with some of the Federal Square Condominium Association owners, and they have experienced water damage due to the structural issues at 521 Main Street. Ms. Holstrom also noted that the Great Wall restaurant owner has started to do some work on their back façade. The WBDC has also appeared before the Historic Commission to express their concerns. Chair Pedone informed Ms. Holstrom that they are aware of the concerns and that the WRA is working as quickly as legally possible to acquire those properties.

10. Adjournment

There being no further business, the Board motioned to adjourn the meeting at 3:35 P.M.

Respectfully submitted,

Michael E. Traynor, Esq.
Chief Executive Officer