

**CIVIC CENTER COMMISSION
MEETING MINUTES
October 23, 2013**

Attendees:

CCC Members: Chairman Ed Pietrewicz, Commissioner Jim Knowlton, Vice-Chair Scott Najarian, Commissioner John Harrity, & Commissioner John Budd

City: Heather Gould, Amanda Gregoire, Rick Trifero, & Tom Zidelis

SMG: Jim Moughan, Julia Iorio, Sandy Dunn

Guests: Matthew Hunt – Sullivan Rogers & Co, Jaqueline Norton & Scott Ricker - Access Advocates

Minutes Prepared by: Paige Williamson, SMG

1. Call to Order:

Chairman Pietrewicz brought the meeting to order at 12:20pm.

1a. Amended Petition Presented by Access Advocates Ms. Jaqueline Norton & Mr. Scott Ricker Regarding 521CMR – Barrier Free Architectural Access

Chairman Pietrewicz thanked Ms. Norton & Mr. Ricker for attending the Commission meeting and bringing the Barrier Free Access issue to the board's attention. Heather Gould stated that this issue was already petitioned through the City Council and she will follow up on the status to see where it stands. Ms. Gould will follow up with Mr. Ricker directly.

2. Acceptance of Meeting Minutes – September 26, 2013

Commissioner Harrity motioned to accept the minutes of the September 26th meeting; seconded by Commissioner Knowlton. (5 yeas, 0 nays). *Motion passed.*

3. Rent Credit Request – Massachusetts State Police Graduation

Jim Moughan stated that 220 to 230 graduation candidates would be participating in the Mass State Police ceremony and the rehearsal date was a necessity due to the elaborate presentation (initially Commissioner Harrity expressed concern over the 2 day need). Hotels are expected to show numbers above 2500+ in the City, expenses would be at their own cost, and the Governor is expected to attend.

The Republican Convention will not be happening in Worcester, therefore a rent credit day that was initially granted out, is now available.

Commissioner Budd motioned to grant the Massachusetts State Police two rent credit days, May 8th & 9th, 2013, for graduation rehearsal and the ceremony. (5 yeas, 0 nays). *Motion passed.*

4. DCU Center Audit – Tom Zidelis & Matthew Hunt – Sullivan Rogers & Company

Highlights of Audit Presentation –

- Mr. Zidelis complimented Julio Iorio, Director of Finance and her staff for being well prepared for the 2013 Fiscal Year Audit process.
- Second audit completed by Sullivan Rogers & Company of the DCU Center (combined Arena & Convention Center report)
- Management Agreement calls for Quarterly Surplus Distributions opposed to, once per year, as presently conducted. Recommendation to move to the quarterly method, which Mr. Zidelis is a supporter of.

Mr. Zidelis stated that the Commission could acknowledge the receipt of the audit report and file.

Commissioner Najarian motioned the receipt of the audit report and to file; Commissioner Harrity seconded. (5 yeas, 0 nays) *Motion passed.*

5. Major Projects

a. Expansion & Refurbishment Project/Capital Projects – Heather Gould / Rick Trifero

Heather reported that renovation punch lists were continuing to be worked on with weekly meetings to discuss progress. The landscaping is expected to be delivered and installed next Wednesday. Skateboarders are an immediate issue and need to be re-addressed. Hoping to have the lists completed over the next few weeks.

Rick Trifone provided an update on the chiller system. The City took possession of the new plant at Season 2.5. The cause of the condenser deterioration in both chillers was determined to be the use of carbon steel. The City is continuing to forensically research the exact breakdown and have also brought in experts in the field to provide feedback. Rental units are in place presently with Trane being awarded the contract (monthly fee estimated at \$25,000 / \$8,000 weekly) in order not to jeopardize the Worcester Sharks season. The Sharks are extremely pleased with the condition of the ice surface. The condensers will be replaced with Trane coming in as the lowest bidder at \$87,000 (discussion of best timing in progress, possibly 12/27-1/3/14). The water treatment is also being evaluated. Chairman Pietrewicz requested that the Commission continually be informed of the status of this situation.

Commissioner Harrity motioned to have the City provide a Chiller Corrosion Report to the Commission from the beginning of installation, in coordination with, David Moore of the City Law Department; Seconded by Chairman Pietrewicz. (5 yeas, 0 nays) *Motion passed.*

Capital - Walk off mats for the Sharks are being put out to bid today along with new carpeting for the second floor Sharks office space and lower arena locker rooms & weight room areas.

5. SMG Reporting

a. Monthly Highlights/Sales – Jim Moughan

Highlights – Demi Levato & Imagine Dragons Concerts announced for March 2014

TCYOD – Diabetes Convention has been contracted with the DCU Center being one of the few venues to be chosen to host.

Commissioner Najarian inquired about the added precautions for the upcoming Phish concerts. Jim Moughan explained that a Neighbor's Meeting was again hosted as a proactive measure to provide the environs with additional Phish fan helpful hints. The venue provides a community dumpster for all neighbors to use for trash collection. Port-a-Johns will again be brought in and placed around the facility. Beer sales are expected to be extremely high over the two concert nights. The added restroom facilities will be a big plus for this type of event.

Chairman Pietrewicz positively acknowledged SMG management for hosting the Neighbor's meeting. Commissioner Najarian commented how much social media now plays a big role in aiding to get the word out faster when tickets are released and become available for sale.

Commissioner Harrity congratulated Sandy Dunn and the SMG team for an outstanding job, recognizing City Officials, City Employees & Contractors who were involved in the DCU Center Renovation Project during the Ribbon Cutting Ceremony.

Chairman Pietrewicz motioned that a Recognition Plaque be created and placed within the DCU Center of all past and present Commission members; Commissioner Najarian seconded the motion. (5 years, 0 nays) *Motion passed.*

b. Financial Statements – J.Iorio

General discussion of Financials – **June & August 2013**

c. SMG Quarterly Report – Quarter 3 (provided as reference)

6. New Business – Heather Gould

Commission Labor Representative Appointment – Lowell Alexander

Chairman Edward Pietrewicz – Labor Representative Commission appointment has expired as of October 4, 2013 and the City Manager has appointed Mr. Lowell Alexander to be the replacement. The City Council approved the appointment on October 22, 2013. The City Manager is planning to attend the next Commission meeting on November 21, 2013 with the official announcement of recognizing Chairman Pietrewicz's service to the Commission and welcoming Mr. Alexander as a new member.

7. Next Meeting

a. 2013 Meeting Schedule – Thursday, November 21, 2013 / 12pm

DCU Center Conference Room

Chairman Pietrewicz moved to adjourn the meeting; Seconded by Commissioner Budd. (5 years, 0 nays) *Motion passed.*

Meeting Adjourned – 1:22pm