

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

Attendees:

CCC Members: Chairman John Budd, Vice-Chair Jim Knowlton, Commissioner John Brissette
Absent: Commissioner Lowell Alexander, Commissioner John Harrity

City: John Odell, Candee Raphaelson
SMG: Sandy Dunn, James Moughan, Julia Iorio

Minutes Prepared by: John Odell, City of Worcester

1. Call to Order:

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

2. Acceptance of the Meeting Minutes – December 16, 2015

Commissioner Brissette motioned to accept the minutes from the December 16th meeting, 2015; Seconded by Vice-Chair Knowlton (3 yeas, 0 nays) Motion passed.

3. Higher Education Consortium-Rent Waiver Request

Commissioner Brissette motioned to grant the Rent Waiver Request for the Higher Education Consortium of Central Massachusetts Event: College Fest-dates to be determined based upon availability. Seconded by Vice Chair Knowlton (Unanimous. 3 yeas 0 nays) Passed

4. Massachusetts State Police-Rent Waiver Request

Commissioner Brissette motioned to grant the Massachusetts State Police Rent Waiver Request. Event: Graduation of the 82nd Recruit Training Troop on Friday, April 1, 2016 as well as a rehearsal date. Seconded by Vice Chair Knowlton. (Unanimous 3 yeas 0 nays)

5. Major Projects-John Odell

a. Capital Projects

***Corner Retail Space** - Most of punch list completed. Coordination with contractor for the handicap door button installation is currently in process.*

***Lighting** – Verbal approval has been provided by National Grid. However, there is a \$70,000.00 discrepancy with some of the specific fixtures as they are not eligible for high efficiency incentives. Annese Electrical is working on upgrading fixture specs to*

meet the requirements. The city expects a formal letter of approval shortly, to be followed with a new contract schedule and specific installment dates.

***Other-** Glass window repair project deferred to the spring*

b. Security Options

Questions regarding new Live Nation security requirements came up. Sandy Dunn responded that portable metal detectors are now required of all Live Nation events. SMG performed a preliminary cost estimate for 22 units (including 2 ADA compatibility units) with an estimated cost of \$75,000.00. Sandy also stressed that they would need to be installed by April 10th. Commissioner Brissette suggested that if we needed rentals for April 10th deadline perhaps SMG could reach out to the State Police and borrow them. Sandy agreed if necessary. Vice Chair Knowlton made a motion to move forward with the purchase of metal detectors and Commissioner Brissette seconded. Motion passed 3 yeas 0 nays.

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

- a. *Monthly Highlights –Figs and Pigs is getting positive quality of food reviews however startup costs, equipment costs etc. make the first two months hard to properly assess. Currently trending is in the right direction, however as expected, the hours may have to be tweaked. At the Manager’s recommendation they agreed to expand hours of operation from 6:30 a.m. to 2:00 p.m. Monday through Friday to 10:00A -7:00P, Monday through Saturday. Unfortunately, Saturday sales numbers are dismal and Sandy informed the City Manager that they are concerned. They will remain with the longer hours in February but if no positive change they will recommend changing back to their original plan.*

Sandy expressed positive reviews of the new website and the local vendor 1024. Sandy also discussed the hopes that Cliff Rucker would receive good news from the ECHL and asked that the next meeting be changed from Thursday to Wednesday to accommodate his addressing the Commission. Commissioner Brissette made a motion to change the date; seconded by Vice Chair Knowlton. All in favor. 3 yeas 0 nays

- b. *Financial Statements –Tracking better than expected through first half of the fiscal year and additional concert bookings vs. last year bode well for the rest of the fiscal year.*
- c. *Sales Report-Garth Brooks 3 day run will provide an opportunity to add two new specialty food locations, additional bars and a variety of locations to speed transactions and increase sales. NCAA Regional coming in March*

5. Adjournment/Next Meeting

*Chairman Budd motioned to adjourn; seconded by Commissioner Knowlton.
(3yeas, 0 nays) Motion passed.*

Meeting Adjourned at 1:17PM

February Meeting: February 24, 2016/ 12 Noon **** please note Wednesday, not Thursday***