

**CIVIC CENTER COMMISSION**  
**MEETING MINUTES**  
**9-23-2021**

**Attendees:**

**CCC Members Present:** Chairman John Harrity, Commissioner Jim Knowlton, Commissioner John Brissette, and Commissioner Penelope Herideen

**Absent:** Commissioner Lowell Alexander

**City:** John Odell, Luis Castillo, Candee Raphaelson

**SMG:** Sandy Dunn, Jim Moughan, Melissa Bishop

**Call to Order:** Chairman Harrity brought the meeting to order at 9:05 a.m. John Odell took the roll call. Four Commissioners present.

**Acceptance of Meeting Minutes:** Chairman Harrity asked for a Motion to accept the Minutes of June 24, 2021. Commissioner Brissette made a motion, Commissioner Herideen second. All in favor.

**Project Status Update** Chairman Harrity turned the meeting over to John Odell for the City update. John explained that beginning October 4<sup>th</sup>, Julie Lynch, a former City employee was coming back to run the Facilities Department and that John and Candee would be replaced by Julie and Luis Castillo. He answered all the questions with respect to his new role in Sustainability and what would be happening in both newly separated divisions with respect to staffing, and locations and told the Commissioners he would be introducing Julie at the next full meeting on October 28<sup>th</sup>. John then apologized for inadvertently leaving the rent waiver request off the Agenda and the need for a follow up meeting the next week so as to meet both the timeline and public meeting notice guidelines. A short discussion of prior issues with traffic, horse droppings, parking etc. was discussed and Jim Moughan and Sandy Dunn assured all things were all set and no issues were expected. John Odell asked that they table any further discussion for next meeting when on Agenda. John Odell then told all that this was Chairman John Harrity's last meeting and thanked him for all his hard work. Sandy then expressed how great the Cousy statue unveiling was and showed John H. the gifts he was going to be receiving when back in the country, including his second plaque thanking him for his service. Chairman Harrity graciously thanked all his colleagues through his many years on the Civic Center Commission. He said that he would stay in touch and continue to serve the City in a different way.

John Odell updated on the vault. The work has been bid and JJ Cardosi is the selected general contractor. The timetable for work being adjusted to accommodate subcontractor's schedules and work equipment lead times. The tentative window is mid-December through January. National Grid has requested additional upgrades. Funding for the project to be covered by ARP funds. With respect to the telephone and camera system the cabling work is nearly complete. Phase 1 of camera install complete. Phase 2 will begin when the backorder of cameras are delivered. Telephones delayed due to lack of inventory. We are awaiting a firm schedule on phones from Presidio. The exterior signs are complete and the ballroom chair selection is in process but funding availability is an issue. Door Controls are on hold. Phase 2 is pending. The final design package is with Law. Waiting on Populous regarding feedback on requests from Law Department.

**SMG** Covid restrictions were renewed and the masks are required at all indoor facilities starting September 20<sup>th</sup>. Sandy went over the new hire for full time Human Resource, Lisa Blodgett and in addition to jumping into recruiting and training she is keeping apprised of all Covid guidelines. They have a new Payroll system and started testing. The Ticketmaster agreement will bring a 10.9 percent increase in income to the DCU in the first year alone. Fiscal 2021 resulted in a net loss of \$496,647, attributed to the pandemic. Housekeeping is detailing the entire building. Tim Emerson, Director of Food and Beverage has filled the position open nearly two years. The sales office is back to full staffing.

A virtual one item meeting is scheduled for Thursday, September 30<sup>th</sup> at 9:00 a.m.