

# City of Worcester, Massachusetts

Michael V. O'Brien  
City Manager

Timothy J. McGourthy  
Chief Executive Officer  
Worcester Redevelopment Authority



## WORCESTER REDEVELOPMENT AUTHORITY

Tuesday, September 10, 2013

3:00 P.M.

Union Station – CMRPC Conference Room

2 Washington Square

Worcester, MA 01608

### Present:

#### *Worcester Redevelopment Authority Board*

Robert Thomas  
Steven Rothschild  
Vincent Pedone

#### *City of Worcester*

Timothy McGourthy, WRA Chief Executive Officer  
Michael Traynor, Deputy City Solicitor  
Rick Trifero, WRA Facilities Manager  
John Odell, Director of City Energy & Asset Management  
Erin Cahill, Financial Manager, WRA  
Jane Bresnahan, Executive Office of Economic Development

Pursuant to a notice given (attached), a meeting of the Worcester Redevelopment Authority was held at 3:00 P.M. on September 10, 2013.

### 1. Call to Order

Chief Executive Officer Timothy McGourthy called the meeting to order at 3:15 P.M.

### 2. Roll Call

Mr. McGourthy called the roll.

### 3. Minutes of the July 18, 2013 Meeting

Mr. McGourthy asked the Board to review the minutes. Mr. Thomas offered approval of the minutes with Mr. Pedone seconding the approval.

Mr. McGourthy introduced John Odell the new Director of the City Energy & Asset Management Department and the City's new property management official. The mission of the City Energy and Asset Management Division is to maximize energy and asset efficiencies while enhancing the beauty and functionality of five of the most publically frequented city facilities: City Hall, Main Library, Union Station, Senior Center, and Inspectional Services. The Department's maintenance staff will perform day-to-day operations and maintenance for these facilities. These tasks include general custodial work, event setup & takedown, general oversight of the mechanical systems and building security. The newly created Department will allow a quicker response time to issues within the buildings.

### 4. Discussion/Votes

#### *a. Strategic Planning - Capital Budget Discussion*

Mr. McGourthy reviewed with the Board the Union Station Capital Projects List for FY2014 that will be allowable under the \$2.3 million FTA's Fixed Guideways Modernization Grant eligible activities. The grant will require a twenty percent (20%) match from the WRA. Mr. McGourthy thanked Mr. Trifero for compiling the list of improvements/repairs. The Board discussed the item and offered its general approval to submit the list to FTA. Mr. McGourthy advised the Board that this list is not designed or fully cost-estimated. The WRA staff will notify tenants in advance.

Mr. Pedone offered the following motion:

**That the Worcester Redevelopment Authority hereby accepts in principal the submission of the Worcester Redevelopment Authority FY 2014 Capital Projects List allowable under the FTA's Fixed Guideways Modernization Grant – Worcester Regional Transit Authority Bus Hub.**

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

#### *-Joint WRA – City Bid Process*

Mr. Traynor reviewed with the Board a proposal to have a joint WRA – City Bid Process with the City of Worcester Designer Selection Board to issue, on behalf of the Authority, a Request for Proposals for on-call engineering firms for mechanical, engineering and plumbing for various projects and from architectural firms to provide non-exclusive, on-call design services for miscellaneous projects at Union Station.

Currently, the WRA has two separate approvals from February 2012 for the above that expires after a three-year period ending in 2015. Mr. Traynor has suggested that the WRA combine the two and go back out with a joint solicitation to the Designer Section Board with a contract to run 2015-2018. Mr. Thomas raised various points regarding inclusion and outreach to minority and women-owned firms. Mr. Traynor noted to the Board that all contracts must be approved by the Board. Mr. McGourthy agreed that all open bids would be provided to the Board for further distribution to interested parties.

*c. Union Station Urban Revitalization Plan – Amendment No. 2  
Washington Square Land Transfer*

Mr. McGourthy explained that Amendment No. 2 amends the acquisition map, parcel map, and disposition map of the Union Station Urban Revitalization Plan to reflect changes in the right of way configuration.

Mr. Pedone offered the following motion:

**That the Worcester Redevelopment Authority hereby approves the submission of Amendment No. 2 for approval by the Commonwealth of Massachusetts Department of Housing and Community Development.**

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

*d. Union Station – Urban Renewal Consultancy*

Mr. McGourthy provided the timelines for hiring a consultant to assist the WRA on drafting and approving an urban renewal plan. The Board discussed various scenarios of urban renewal and possible areas to include. The Board asked for involvement in the actual drafting process.

## **5. Other Business**

*a. Monthly Expenditure Report*

Erin Cahill, WRA Financial Officer, reviewed with the Board the check detail and monthly comparison summary between July 10, 2013 and September 4, 2013 expenses were \$128,840.73.

*b. Theatre District Initiative*

Mr. McGourthy advised the Board that the plan remains in the City Council's Economic Development Committee.

*c. Tenant Updates*

The Board discussed issues regarding tenant activities and potential improvements to Union Station operations including bathroom improvements and taxi pick-up and drop-off. Mr. McGourthy notified the Board that staff would be working with Bose Company to license for a temporary booth at Union Station for marketing.

There being no further business the meeting adjourned at 4:35 PM

Respectfully submitted,

Timothy J. McGourthy  
Chief Executive Officer