

**MINUTES OF THE SPECIAL MEETING OF THE  
MEMORIAL BOULEVARD TASK FORCE  
WEDNESDAY, APRIL 22, 2015  
CITY HALL, COUNCIL CHAMBERS  
111 NORTH MAIN STREET  
7:00 p.m.**

**ATTENDEES:** Chairpwoman Ellen Zoppo-Sassu  
Commissioner James Albert  
Commissioner Peter Del Mastro  
Commissioner David Mills  
Commissioner Janet Williams  
Commissioner Frank Stawski  
Commissioner Paul Murdock  
Commissioner Cheryl Thibeault

**ABSENT:** Commissioner John Soares

**ITEM #1 – CALL TO ORDER**

Chairwoman Zoppo-Sassu called the Tuesday, March 31, 2015 Special Meeting of the Memorial Boulevard Task Force to order at 6:09 p.m.

**ITEM #2 – ACCEPTANCE OF MARCH 31, 2015 MEETING MINUTES**

**IT was MOVED** by Commissioner Mills **and SECONDED** by Commissioner Thibeault **to accept the March 31, 2015 meeting minutes.**

**ITEM #3 –DISCUSSION ON THE DRA CONCEPTUAL DESIGN AND COST ESTIMATES REPORT FOR THE FUTURE RE-USE OF THE MEMORIAL BOULEVARD SCHOOL AND TO TAKE ANY ACTION AS NECESSARY**

Chairwoman Zoppo asked the members of the Committee if they had any questions or concerns regarding the report.

Commissioner Stawski stated that he, Commissioner Del Mastro, Roger Rousseau and John Smith conducted a meeting with Anwar to address some concerns they had with the report. After the meeting, they now have a better understanding and will submit these concerns in writing for the report to the City Council.

Commissioner Del Mastro added that some of the major concerns they had was the ground water system, which has reached the end of its life. The pumps no longer work and rebuilding this system is not included in the report. The cost for air conditioning for the remainder of the building was also unclear in the report so they will put together an indication of costs for various methods. Commissioner Mills asked whether the units would have individual units or would it be centralized. Commissioner Stawski stated that this was the question he had that wasn't clear in DRA's report. It appeared in the report that the tenants would be left to their own air conditioning. It would be more prudent for the building to have heating and air conditioning in order for the building to be rentable.

#### **ITEM #4 – DISCUSSION OF RECOMMENDATIONS FOR MAYOR AND COUNCIL AND FINANCIAL PROJECTIONS**

Commissioner Mills raised the question, and it was discussed by the members, the subject of who makes the determination of the use of the building which should be included in the report to City Council. Chairwoman Zoppo-Sassu stated that we need to have all members submit all components for the report and encouraged the audience to submit suggestions. She has received reports from the Theater Committee. The financial side has drafted their report, which they have projecting out 20 years. They need to tighten it up and submit a final revision.

#### **ITEM #5 – SPRING EVENT UPDATE & RECAP**

Chairwoman Zoppo-Sassu stated the Tribute to Queen and Whiffenpoof concerts were a huge success. There were concerns about the presence of alcohol at the Tribute to Queen concert, but everything went well. There were some behind the scenes glitches which were taken care of. The Committee discussed what improvements can be made and what actions they can do going forward. They need to fine tune the clean-up, ticket sales, blocking exits, concessions, etc.

Commissioner Mills discussed the operations of the events. There were a few things that need to be taken care of cosmetically. The situation with the peeling plaster needs to be repaired. We are losing 200 seats at \$30-\$40/ticket which is a substantial amount of loss. Also, the curtains need to be replaced. During the concert there was no ability to darken the room. The theater needs to have more efficient lighting.

Commissioner Mills also stated that he attended the Real Estate Committee on Tuesday to request continued use of the theater through October. He received confirmation that the Committee had already made a motion to allow the use of the theater until the fall. They are looking at more production at the theater. The Theater Committee has spoken to Jeff Dunn to perform 2 Disney productions.

Commissioner Murdock has been in touch with a National booking agency and provided Chairwoman Zoppo-Sassu with a list of over 200 bands that are available in our budget range to perform at the school.

**ITEM #6 – UPDATE ON APRIL 25, 2015 WINE & JAZZ FUNDRAISER INVITATIONS**

Chairwoman Zoppo-Sassu stated the ticket sales for the Wine & Jazz Fundraiser is going well. Chippannee has made some modifications to the cigar bar and scotch room which allows more room for guests. Tickets will be available at the door. There will also be a silent auction and a tea cup raffle.

The Brass & Wind Ensemble will be performing on Sunday, May 3<sup>rd</sup> at 4:00 p.m.

**ITEM #7 – ADJOURNMENT**

**MOTION BY** Commissioner Stawski **SECONDED BY** Commissioner Del Mastro to adjourn 8:29 p.m. **All voted in favor.**

---

Ellen Zoppo-Sassu, Chairwoman  
Memorial Boulevard Task Force

cc: Commission Members  
City Council Members  
Kenneth B. Cockayne, Mayor