

**MINUTES OF THE MEETING**  
**of the**  
**MASSACHUSETTS CONVENTION CENTER AUTHORITY**  
**October 23, 2025**

A meeting of the Massachusetts Convention Center Authority (“Authority”) was convened on October 23, 2025, at the Thomas M. Menino Convention and Exhibition Center (“MCEC”), 415 Summer Street, Boston, MA, Board Room and via MICROSOFT TEAMS MEETING OR JOIN BY TELEPHONE: DIAL-IN NUMBER 1-857-702-2232; CONFERENCE ID: 114 539 639#.

Members in attendance at the MCEC or via MICROSOFT TEAMS were the following: Emme Handy, Khushbu Webber, Dr. Aisha Miller, Carlos Aramayo, Cindy Brown, Sheena Collier, Michael Donovan, Michael Flaherty, Chris Pappas and Xiomara Albán DeLobato

Staff members in attendance at the MCEC or via MICROSOFT TEAMS included the following: Marcel Vernon, John Donahue, Robert Noonan, Kevin Scanlon, Bradley McMillin, David Silk, Lennie DeSouza, Claudia Russell, Sorraia Tavares, John Towle, Milt Herbert, Sean Dolan, Lisa McCrossen, Erin Anderson, Tracey Burgio, Susan Geary, Michael Bocchino, Shannon Smith, James Boucher, Joseph Flanagan, Evan Harwood, Ed Bryan, Mark O’Leary, Ankur Channe, Indrit Metaj, and Jeannemarie Joyce

**I. ROLL CALL**

Chair Emme Handy called the meeting to order at 10:05 a.m., and a quorum was established by a roll call.

Roll Call:

Emme Handy	Present
Khushbu Webber	Present
Dr. Aisha Miller	Present
Cindy Brown	Present
Sheena Collier	Present
Michael Donovan	Present
Michael Flaherty	Present
Ashley Groffenberger	No Answer <sup>1</sup>
Chris Pappas	Present
Gwill York	No Answer
Xiomara Albán DeLobato	Present
Carlos Aramayo	Present

**II. MINUTES**

Upon a motion duly made and seconded, the minutes of the September 18, 2025 Board Meeting were unanimously approved by roll call vote.

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<sup>1</sup> Ashley Groffenberger later joined the meeting.

### Roll Call:

Emme Handy	Yes
Khushbu Webber	Yes
Dr. Aisha Miller	Yes
Carlos Aramayo	Yes
Cindy Brown	Yes
Sheena Collier	Yes
Michael Donovan	Yes
Michael Flaherty	Yes
Ashley Groffenberger	Yes
Chris Pappas	Yes
Xiomara Albán DeLobato	Yes

### **III. CHIEF EXECUTIVE OFFICER UPDATE**

Marcel Vernon introduced dr. chris bijoux as the new leader for training workforce development community engagement and equity initiatives. Mr. Vernon highlighted a full-scale public safety exercise with BPD, BFD, EMS, Massport, State Police and FBI. Mr. Vernon also discussed conferences including the Association of Financial Professionals at the MCEC and the Molecular Targets and Cancer Therapeutics at the Hynes. Mr. Vernon reported that he has received positive feedback regarding the Hynes renovations. He also reported productive meetings with Back Bay hotel partners and strong bookings at the MMC.

### **IV. STRATEGIC PLAN UPDATE**

John Towle, Director of Government and Community Affairs, presented. The contract with Deloitte was finalized. Mr. Towle welcomed the Deloitte team, including Josh Lee, Steve Hamilton, and Carolyn Leary, to initiate the strategic planning process, outlining stakeholder engagement, project management, and upcoming one-on-one meetings with board members to ensure full participation and input.

### **V. DEPARTMENT UPDATES**

Lenni De Souza, Chief Human Resources Officer, provided an update for the Human Resources Department. HR is working on several initiatives to build stronger workforce development. This will consist of three phases (1) job description audits, (2) compensation framework, and (3) performance management system. HR is also waiting for approval of an HR manual for managers. HR initiatives focus on compliance, consistency, and manager empowerment; personnel file audits are underway.

Claudia Russell, Director of Internal Audit, reminded the Board of the Internal Audit Department's goals, to provide independent assurance that the MCCA has internal controls, governance, and risk management practices to ensure accurate and complete financial statements, and compliance with applicable laws and regulations. The Internal Audit

Department's mission is to ensure that the MCCA is providing effective service to its customers, protecting its assets and achieving its goals.

Ms. Russell outlined five key objectives for the internal audit department: establishing a risk-based function, building a skilled team, adhering to audit standards, providing assurance on controls, and fostering continuous improvement, with reporting lines to the CEO and AF&P committee.

An internal audit charter is under review, and a risk planning approach is being implemented, including the development of an audit universe, risk assessments, and a one-to-three-year audit plan, with methodologies for planning, fieldwork, data analysis, and issue validation.

## **VI. BOSTON CONVENTION AND MARKETING REPORT**

Milt Herbert, Executive Director Boston Convention & Marketing Center, reported on contract closures, room night statistics, marketing initiatives, and event performance. Mr. Herbert explained impacts of geopolitical factors on the event industry. Mr. Herbert highlighted the booking of a significant event, American College of Chest Physicians CHEST Annual Meeting with 17,000 room nights. Marketing initiatives include video wall, podcast studio promotion, and relaunch of the 3-2-1 Connect program with three hotels, two shopping centers and the Hynes.

## **VII. MASSMUTUAL CENTER/MGM SPRINGFIELD SALES AND MARKETING UPDATE**

Sean Dolan, General Manager MassMutual Center, and James Boucher, Director of Sales, MassMutual Center, presented. Mr. Dolan reported that new ice was installed in September. The MMC hosted the Taste of Arena which highlighted the new food and beverage options in the arena. Thunderbirds games have been moved from 7:00 pm to 6:00 pm resulting in an increase in per capita spending due to people buying dinner rather than just snacks and drinks. Mr. Dolan reported that the block party for the Thunderbirds game was successful. Block parties will be hosted prior to all Thunderbirds games, weather permitting. Mr. Dolan announced Dropkick Murphys concert partnership with the Thunderbirds. Mr. Boucher provided a highlight of the MMC shows including the Performance Food Group Show, New England Chapter of the American Colleges of Sports Medicine, the Shriners 100<sup>th</sup> Anniversary Gala and the Yankee Security Convention.

## **VIII. EXECUTIVE SESSION**

For the purpose of discussing strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chair so declares – SEIU 32BJ, IBEW Local 103 and Local 25 Teamsters.

## **IX. REPORT OF THE EXECUTIVE COMMITTEE**

Chair Emme Handy proposed moving into an Executive Session for the purpose of discussing strategy with respect to collective bargaining for the agreement with the MCCA and SEIU 32BJ since an open meeting may have a detrimental effect on the MCCA's bargaining position.

A motion for a roll call vote to move into Executive Session was duly made and seconded.

Roll Call:

Emme Handy	Yes
Khushbu Webber	Yes
Dr. Aisha Miller	Yes
Carlos Aramayo	Yes
Cindy Brown	Yes
Sheena Collier	Yes
Michael Donovan	Yes
Michael Flaherty	Yes
Ashley Groffenberger	Yes
Chris Pappas	Yes
Xiomara Albán DeLobato	Yes

Chair Handy indicated that the full Board met in Executive Session to review the contract with SEIU 32BJ.

Allen Proctor, Director of Public Safety, provided an overview of the MCCA, SEIU 32BJ bargaining. This bargaining unit is comprised of full-time MCCA employees responsible for daily safety and security at the Boston-based MCCA facilities. Three bargaining meetings were held in June and July with a tentative agreement reached on October 15, 2025. There are three rates for officers: an entry level rate, a probationary rate and an experienced rate. Mr. Allen explained that the proposed agreement includes yearly market rate adjustments over a three-year period commencing July 1, 2025. The agreement provides for the implementation of a lead officer position and a rate increase for the seventh day of working in a workweek. The agreement also establishes a Legal Finance Fund for the benefit of the members.

#### 1. Collective Bargaining Agreement

BOARD VOTE: Service Employees International Union Local 32BJ, District 615; FY26, FY27, FY28

**VOTE: The Massachusetts Convention Center Authority hereby authorizes the Chief Executive Officer to execute on its behalf a Collective Bargaining Agreement with Service Employees International Union Local 32BJ, District 615, as bargaining agent for certain employees of the Authority, for the period of July 1, 2025 to June 30, 2028, and to execute any necessary or ancillary documents in the name and on behalf of the Massachusetts Convention Center Authority.**

Upon a motion duly made and seconded, the vote was approved.

Roll Call:

Emme Handy	Yes
Khushbu Webber	Yes
Dr. Aisha Miller	Yes
Carlos Aramayo	Yes
Cindy Brown	Yes
Sheena Collier	Yes
Michael Donovan	Yes
Michael Flaherty	Yes
Ashley Groffenberger	Yes
Chris Pappas	Yes
Xiomara Labán DeLobato	No Answer

**X. REPORT OF ADMINISTRATION, FINANCE & PERSONNEL COMMITTEE**

Khushbu Webber, Chair of the Administration, Finance & Personnel Committee, noted that there was no AF&P meeting this month. Ms. Webber introduced Bradley McMillin, CFO, to provide a financial update and update on the independent audit progress.

Finance Update

Mr. McMillin presented financial results for the first two months of FY26, noting a \$2.2 million unfavorable revenue variance due to event timing. Mr. McMillin explained that revenue recognition is tied to event completion and billing, forecasting that September and October revenues will align with budget as events conclude and bills are processed.

Audit Update

The FY25 audit timeline was adjusted due to third-party pension and fixed asset inputs, with draft financial statements released and final statements expected by October 31, 2025, as communicated to the state.

**X. REPORT OF DEVELOPMENT AND CONSTRUCTION COMMITTEE**

Emme Handy represented Meg Mainzer-Cohen, Chair of the Development and Construction Committee, who was unable to attend the meeting. Ms. Handy explained that the Board is revisiting the discussion that it had last month regarding the Wi-Fi and IT upgrades and that the Development and Construction Committee voted to recommend to the full board two additional votes regarding the roof maintenance and upgrade of the MMC locker room and green room. Ms. Handy explained that the Development and Construction Committee had a good discussion on the topic of change orders and plans to continue addressing change orders over time.

1. BOARD VOTE: MCEC, Hynes & BCG Wi-Fi & IT Upgrades

Ms. Handy introduced, Kevin Scanlon, General Counsel, to discuss the procurement of the Wi-Fi and IT upgrade. Mr. Scanlon explained that he engaged outside counsel to review the parameters of this procurement which was bid under M.G.L.c. 149, as is required by law. Outside counsel confirmed that the MCCA's procurement process for this project complies with M.G.L. c. 149. Robert Noonan, Chief Information Security Officer, that the MCCA started this process eighteen months ago, engaging a house doctor and John Donahue's (Chief of Operations and Capital Projects) team to help with technical design considerations. Mr. Noonan discussed the critical importance of upgrading the network and Wi-Fi environment, which is essential for both event operations and internal systems. The current system is about thirteen years old and needs replacement to meet industry standards and client expectations. The process began eighteen months ago, involving evaluation of current needs, market research, and consultation with other convention centers. The team selected Cisco as the preferred product line after a scoring analysis and interviews. Mr. Donahue explained procurement followed Chapter 149 construction law due to the scale and nature of the work, with a focus on ensuring competition and compliance with public bidding requirements. Prequalification was conducted for telecommunications contractors, requiring Cisco certification or partnership with a Cisco-certified integrator. Out of twelve eligible contractors, only one had the required certification, but the process allowed for integrator partnerships to maximize competition. The winning bid was Lynnwell Associates as the prime contractor and Continental Resources as the Cisco Gold Integrator and WBE partner. Lynnwell will perform 92% of the labor, with Continental providing the hardware and integration expertise. The project achieves a 63% value for the MBE/WBE goal, with \$8 million of the \$14.5 million contract allocated to hardware/materials. Mr. Noonan explained that Springfield was excluded from the initial upgrade due to its relatively new system, but is on the roadmap for future integration.

**VOTE: The Massachusetts Convention Center Authority hereby authorizes the Chief Executive Officer or his Designee to execute a construction contract with Lynnwell Associates Inc. for the Wi-Fi & IT Upgrades project in the amount of Fourteen Million, Three Hundred Ninety-Eight Thousand dollars (\$14,398,000.00) per construction plans and specifications documents dated May 8, 2025.**

Upon a motion duly made and seconded, the vote was approved.

Roll Call:

Emme Handy	Yes
Khushbu Webber	Yes
Dr. Aisha Miller	Yes
Carlos Aramayo	Yes
Cindy Brown	Yes
Sheena Collier	Yes
Michael Donovan	Yes

Michael Flaherty	Yes
Ashely Groffenberger	Yes
Chris Pappas	Yes
Xiomara Labán DeLobato	Yes

## 2. BOARD VOTE: Roof Maintenance Contract

Evan Harwood, Senior Building Superintendent, presented the three-year roof maintenance contract for MCEC and Hynes , awarded to Reliable Roofing and Sheet Metal after a competitive bid process, including seasonal inspections, on-call support, and MBE/WBE compliance.

**VOTE: The Massachusetts Convention Center Authority hereby authorizes the Chief Executive Officer or his Designee to execute a construction contract with Reliable Roofing & Sheet Metal LLC for the MCCA Roof Maintenance Contract in the amount of Five Hundred Eighteen Thousand Fifty-Three Dollars and Ninety-Five Cents (\$518,053.95)per documents and specification dated September 17, 2025.**

Upon a motion duly made and seconded, the vote was approved.

Roll Call:

Emme Handy	Yes
Khushbu Webber	Yes
Dr. Aisha Miller	Yes
Carlos Aramayo	Yes
Cindy Brown	Yes
Sheena Collier	No Answer
Michael Flaherty	Yes
Ashley Groffenberger	Yes
Chris Pappas	Yes
Xiomara Labán DeLobato	Yes

## 3. BOARD VOTE: MassMutual Center Locker Room and Green Room Upgrade

Mr. Donahue presented. The project aims to upgrade the Mass Mutual Center (MMC) locker room to create a true green room experience, addressing feedback from entertainers and event organizers who expect higher-quality amenities. The upgrade will allow the space to be easily converted from a locker room to a green room, with improvements such as removable panels to cover lockers, changeable flooring, and enhanced restroom and shower facilities to eliminate the institutional feel. The goal is to make the venue more attractive for high-profile entertainment acts and provide a competitive advantage during site visits and bookings. The contract was competitively bid under M.G.L.c. 149, with several local contractors participating, and is expected to be a valuable asset for the MMC team.

**VOTE:        The Massachusetts Convention Center Authority hereby authorizes the Chief Executive Officer or his Designee to execute a construction contract with Inglewood Construction Corporation for the MMC Locker Room & Green Room Upgrades (\$20) in the amount of One Million Forty-Five Thousand Dollars (\$1,045,000) per construction plans and specifications documents dated September 8, 2025.**

Upon a motion duly made and seconded, the vote was approved.

Roll Call:

Emme Handy	Yes
Khushbu Webber	Yes
Dr. Aisha Miller	Yes
Carlos Aramayo	Yes
Cindy Brown	Yes
Michael Donavon	Yes
Michael Flaherty	Yes
Ashley Groffenberger	Yes
Chris Pappas	Yes
Xiomara Labán DeLobato	Yes

**X.     OLD BUSINESS**

There was no old business.

**XI.    NEW BUSINESS**

There was no new business.

**XII.   ADJOURNMENT**

A motion duly made and seconded, the meeting was adjourned by a unanimous roll call vote at 11:45 a.m.

Roll Call:

Emme Handy	Yes
Khushbu Webber	Yes
Dr. Aisha Miller	Yes
Carlos Aramayo	Yes
Cindy Brown	Yes
Sheena Collier	Yes
Michael Flaherty	Yes



Ashley Groffenberger	Yes
Chris Pappas	Yes
Xiomara Albán DeLobato	Yes
Michael Donovan	Yes