



# City of Woburn Massachusetts

City Hall  
10 Common Street  
Woburn, MA 01801

Tel: 781-897-5901  
www.cityofwoburn.com

Scott D. Galvin  
Mayor

March 10, 2015

Ms. Diane Sullivan  
Senior Capital Program Manager  
40 Broad Street, Suite 500  
Boston, Massachusetts 02109

Dear Ms. Sullivan:

The City of Woburn School Building Committee ("SBC") has completed review of the Schematic Design Submittal for the Wyman-Hurld Elementary school project and voted to approve and authorize the OPM to submit the Schematic Design related submittals to the MSBA for consideration on February 5, 2015. A certified copy of the SBC meeting minutes, which includes the specific language of the vote and the number of votes in favor, opposed and abstained, are attached.

The SBC held two meetings regarding the Wyman-Hurld Elementary school project since the MSBA Board of Directors approved the District to proceed into Schematic Design on November 19, 2014.

Meeting #	Date/Time	Location	Presenters	Issues Discussed
1	January 22, 2015 / 4:00 PM	Woburn City Hall	DiNisco, MBC	Presentation of progress on building design and site design, review of site approval process, review of budget, review of process for submissions
2	February 5, 2015 / 4:00 PM	Woburn City Hall	DiNisco, MBC	Presentation of progress on building design and site design, review of site approval process, reviewed (2) estimates, review of budget, review of SD submission materials, vote of approval to submit SD to MSBA

In addition to the SBC meetings listed above, the District held three public meetings, which were posted in compliance with the Open Meeting Law, at which the Wyman-Hurld Elementary school project was discussed.

Meeting #	Date/Time	Location/ Body	Presenters	Issues Discussed / Materials Provided
1	November 18, 2014 / 3:00 PM	Woburn City Hall / City Department Heads	Designers	Review of site plan design progress, review procedure for approvals through departments

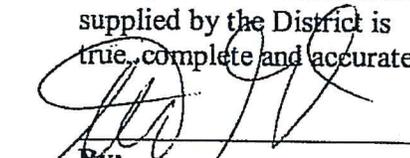
2	December 2, 2015 / 3:00 PM	Woburn City Hall / City Department Heads	Designers	Review of site plan design progress, review procedure for approvals through departments
3	December 4, 2015 / 6:00 PM	Woburn City Hall / Conservation Commission	Designers	Approval of ANRAD

The meeting presentation materials, meeting minutes and summary materials as they relate to the Wyman-Hurld Elementary school project are available locally for public review at Woburn City Hall and on the City's website.

To the best of my knowledge the meetings listed above comply with the requirements of the Open Meeting Law, M.G.L. c. 30A, §§18-25 and 940 CMR 29.00: Open Meetings.

The District has named Mayor Scott Galvin as the local point of contact to receive questions.

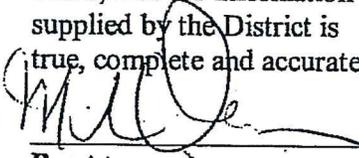
By signing this Local Action Certification, I hereby certify that, to the best of my knowledge and belief, that the information supplied by the District is true, complete and accurate.

  
By: Scott Galvin

Title: Chief Executive Officer Mayor

Date: 3-10-2015

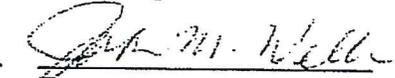
By signing this Local Action Certification, I hereby certify that, to the best of my knowledge and belief, that the information supplied by the District is true, complete and accurate.

  
By: Mark Donovan

Title: Superintendent of Schools

Date: 3/10/15

By signing this Local Action Certification, I hereby certify that, to the best of my knowledge and belief, that the information supplied by the District is true, complete and accurate.

  
By: John M. Wells

Title: Chair of the School Committee

Date: 3/12/15

Sincerely,

  
Scott D. Galvin  
Mayor  
SDG/dm