

**Woburn Redevelopment Authority**  
**Minutes for October 23, 2017 Meeting**  
**In the Council Committee Room**  
**10 Common Street, Woburn, MA**

Chairman Queenin called the October 23, 2017 Woburn Redevelopment Authority meeting to order at 5:00 p.m.

**1. Roll Call of Members**

Mr. Dave Ryan, Mr. Wayne McDaniel, Mr. Art Duffy and Chairman Queenin were present; Mr. Gary Fuller was absent. Additionally, City Planner/Grant Writer Dan Orr was in attendance.

**2. Approval of Minutes September 26, 2017**

Mr. Wayne McDaniel moved to approve the aforementioned minutes;  
Mr. Art Duffy seconded;  
Motion carried, 4-0-0.

**3. Bills to be Paid**

None to report.

**4. Monthly Financial Report**

Motion to accept the financial report as submitted, made by Mr. Art Duffy;  
Seconded by Mr. Wayne McDaniel  
Motion carried, 4-0-0.

**5. Correspondence**

City Planner/Grant Writer Orr stated that staff received phone correspondence from an individual on behalf of MassDevelopment, who was looking for background information of Woburn's sign/façade improvement program funding mechanism and would like to highlight Woburn as a model in their sign/façade improvement program guide for municipalities.

Chairman Queenin stated that one thing to note about the financial model of Woburn's downtown sign/façade program is that it is difficult to duplicate, as it is supported by legacy funds (via the Woburn Financial and Development Corporation) based on the accrued interest from loans that are no longer active and made long ago. Today, this model would not necessarily be viable to more widespread competitive interest rates.

Chairman Queenin stated that the comments from MassDevelopment are a positive reflection on the program and the WRA, and he is happy to speak directly the organization should they wish.

## **6. Update to Façade and Signage Improvement Program**

City Planner/Grant Writer Orr stated that he received one inquiry for a façade loan for a business residing on Main Street. He will provide further details to the WRA when they become available.

## **7. Update on Downtown Parking/Development Projects**

Chairman Queenin stated that the Downtown Parking Subcommittee meeting that was held a couple of weeks ago was very positive and informative. The consultant with which the City is working on the reconfiguration of traffic patterns/parking surrounding the Common provided a presentation of concepts to facilitate safer and more effective traffic flow.

Chairman Queenin further stated that there may be some grant funding available to the City to support this reconfiguration project due to the existing conditions of high-risk of traffic and pedestrian accidents (based on historical data).

Chairman Queenin stated that the consultant plans to conduct its feasibility study shortly, and the results of the study will be presented to the Mayor and the Council. It is believed that the most pressing need for the reconfiguration is not to improve parking conditions but to increase safety.

Chairman Queenin stated that he is not sure of another Parking Subcommittee meeting being scheduled until the results of the study do come back, although he would appreciate if a subcommittee meeting could be scheduled prior to the next meeting.

Chairman Queenin stated that he is aware that change is sometimes unpopular, but the statistics regarding safety are a very compelling reason to do this project.

City Planner/Grant Writer Orr stated that staff is planning to create subpage under the WRA city webpage that details the Woburn Center reconfiguration project.

## **8. Other Business**

Chairman Queenin stated that in response to the results of the wayfinding signage report, drafted by Mark Favermann, the WRA should now consider a final proposal detailing all of the of options to implement wayfinding signage, with varying phases, scope and location.

Chairman Queenin stated that once the WRA is able to digest the pricing and various options for implementing a wayfinding project, they will be in a much better position to present their choice and vision to the Woburn Financial and Development Corporation to request financial support.

City Planner/Grant Writer Orr stated that the memo provided to members in their meeting packet this evening is a good starting point for members to drive the wayfinding implementation discussion.

Chairman Queenin stated that there were a couple of requested updates on various projects in the downtown Woburn vicinity at the last meeting, including the Armory project and property located at 4 Montvale Avenue and requested City Planner/Grant Writer Orr to share updated information.

City Planner/Grant Writer Orr stated that relative to the Armory project, staff reached out to the Building Inspector, Tom Quinn, and he indicated that progress is in fact being made on the interior of the structure, although that may not be apparent from the exterior.

City Planner/Grant Writer Orr further stated that based on additional information obtained from the Building Inspector, the project at 4 Montvale remains stalled, as the developer has not provided the required building permit fees.

Chairman Queenin inquired as to what exactly is/was proposed for the 4 Montvale project. Mr. Wayne McDaniel recalled that it is mixed-use, with street level commercial and residential above the second story.

Chairman Queenin further stated that another project of WRA interest is a Jamieson Properties proposal that is proposing a relatively large multi-family structure in the vicinity of the post office via a 40R (Smart Growth) overlay district.

Mr. Jim Haggerty, Woburn Daily Times, 1 Arrow Drive, inquired about the traffic lights that are proposed for the Woburn center reconfiguration. Chairman Queenin responded that the current reconfiguration proposal will maintain traffic lights at the Winn Street/Common Street and Winn Street/Montvale Avenue intersections. In addition, they were told that all of the Winn Street and Main Street streetlights will be synchronized to improve traffic patterns.

## **9. Upcoming Meetings**

Chairman Queenin stated that the WRA meeting will be held on November 28, 2017.

## **10. Adjourn**

Seeing no further business, Chairman Queenin called for a motion to adjourn.

Mr. Wayne McDaniel moved to adjourn the meeting at 5:17 p.m.;

Mr. Art Duffy seconded;

Motion carried, 4-0-0.

Respectfully submitted,

Dan Orr  
City Planner/Grant Writer