

# APPROVED

## MEETING MINUTES

Tuesday, October 11, 2022 Woburn Planning Board Meeting | 7:00 p.m.

*\*\*Meeting held virtually via Zoom Platform\*\**

Planning Director Tina Cassidy stated the meeting was being recorded by audio and video.

Chair Claudia Bolgen called the meeting to order at 7:00 pm and asked Assistant Planner Karen Smith to call the roll.

Mr. Jim Callahan, Mr. Kevin Donovan, Mr. Dave Edmonds, Ms. Carolyn Turner and Chair Bolgen were in attendance. Mr. Bob Doherty and Mr. Michael Ventresca were absent. Cassidy and Smith were also in attendance.

### **PUBLIC HEARING (CONTINUED): SPECIAL PERMIT/SITE PLAN REVIEW application to authorize 33,514 sq. ft. of light manufacturing space within a two (2) story, 133,738 sq. ft. building at 216 New Boston Street**

Attorney Anne Reynolds, filling in for Attorney Joseph Tarby, Rubin and Rudman, 500 Unicorn Park Drive, Woburn, MA stated their clients are requesting a continuance of the public hearing to the Board's meeting on October 25, 2022. Reynolds stated the peer review process is still ongoing and they are waiting for World Tech's traffic peer review to be completed.

Bolgen opened the PUBLIC HEARING and asked if any audience members wished to be heard. Cassidy explained the process to remotely participate in the virtual ZOOM meeting. No audience members chose to participate.

No further questions were posed by Board members or the applicant's attorney.

Bolgen asked if Cassidy had a recommendation. She said she recommended the Board vote to continue the public hearing to Tuesday, October 25, 2022 at 7:00 p.m.

Motion to accept the Director's recommendation made by Edmonds;  
Seconded by Callahan;

#### Roll call vote on the aforementioned motion:

Callahan-Aye  
Donovan - Aye  
Edmonds - Aye  
Turner-Aye  
Bolgen-Aye

The motion carried, 5-0-0 (Doherty and Ventresca absent).

### **PLANNING BOARD DIRECTOR UPDATE**

Cassidy stated the next Board meeting is scheduled for October 25<sup>th</sup> and after some discussion, the decision was made to hold the meeting virtually via the Zoom platform. The only item on the agenda at this point is the continued public hearing on the 216 New Boston Street Special Permit Site Plan

review application. She also reminded members that the Board's November meeting will be held virtually as well, on November 15<sup>th</sup>.

Cassidy told the Board the City is still in the process of updating its Open Space and Recreation Plan. Notes from the first two workshops have been distributed to members for their information. The third workshop will be held on Wednesday, October 26<sup>th</sup> from 6:30 – 8:00 p.m. at the Woburn Public Library. Cassidy reminded everyone that the Recreation Department's opinion survey for the Plan remains open and available on its website until October 21<sup>st</sup>.

**APPROVAL OF MINUTES: SEPTEMBER 13, 2022 MEETING**

Bolgen asked members if they had any comments or edits to the minutes as drafted. Bolgen had an inquiry as to the Highview Estates discussion on page 11, specifically the word "drilling." After some discussion, the Board decided to review the tape for the correct wording and table the agenda item to the next meeting.

**APPROVAL OF MINUTES: SEPTEMBER 27, 2022 MEETING**

Motion by Turner to accept the September 27, 2022 Planning Board minutes as drafted;

Seconded by Edmonds;

Roll call vote on the aforementioned motion:

Callahan-Aye  
Donovan-Aye  
Edmonds - Aye  
Turner-Aye  
Bolgen-Aye

The motion carried, 5-0-0 (Doherty and Ventresca absent).

**ADJOURNMENT**

Bolgen asked if there were any other business matters that may legally come before the Board not known at the time of posting. Cassidy replied there were none.

Seeing no further business, Edmonds made a motion to adjourn the October 11, 2022 Planning Board meeting at 7:10 p.m.;

Seconded by Turner;

Roll call vote on the aforementioned motion:

Callahan-Aye  
Donovan-Aye  
Edmonds - Aye  
Turner-Aye  
Bolgen-Aye

The motion carried, 5-0-0 (Doherty and Ventresca absent).

The meeting adjourned at 7:10 p.m.

**Table of Documents Used and/or Referenced at October 11, 2022 Planning Board Meeting:**

<b><u>PUBLIC HEARING (CONTINUED): SPECIAL PERMIT/SITE PLAN REVIEW</u></b> application to authorize 33,514 sq. ft. of light manufacturing space within a two (2) story, 133,738 sq. ft. building at 216 New Boston Street; Letter dated September 26, 2022 from Horsley Witten re: Second Stormwater Peer Review; Attorney email requesting continuance to October 25, 2022
<b><u>DRAFT MEETING MINUTES:</u></b> September 13, 2022 meeting
<b><u>DRAFT MEETING MINUTES:</u></b> September 27, 2022 meeting

Respectfully submitted,

*Karen Smith*

Karen Smith  
Planner

Approved