

APPROVED WOBURN REDEVELOPMENT AUTHORITY
MINUTES FOR THE JUNE 25, 2019 MEETING
In the Council Committee Room
City Hall, 10 Common Street, Woburn, MA

Chairman Queenin called the June 25, 2019 Woburn Redevelopment Authority meeting to order at 5:00 p.m.

1. Roll call of members

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

2. Approval of minutes: May 28, 2019 meeting

Motion to approve the April 23, 2019 meeting minutes, as submitted, made by McDaniel;
Seconded by Fuller;
Motion carried, 4-0-0.

3. Bills to be paid

Cassidy stated the Authority is in receipt of one bill in the amount of \$930.63.

Motion to approve the bill roll, made by Fuller;
Seconded by McDaniel;
Motion carried, 4-0-0.

4. Monthly financial report

Cassidy reported that the monthly account balances for the WRA's Operating and Sign Program accounts, ending May 31, are \$81,978.65 and \$18,294.15, respectively.

Motion to accept the monthly financial report, as submitted, made by McDaniel;
Seconded by Ryan;
Motion carried, 4-0-0.

5. Correspondence

Cassidy stated that the Authority has been notified that it will be reimbursed by the City of Woburn for GIC expenses paid between November 2018 and June 2019, in the amount of \$3,947.27.

6. Update on Storefront Façade and Sign Program, including financials and interest in program(s) expressed since last meeting

Orr stated that no current applications have been received or interest expressed since the Authority's May meeting.

Cassidy stated that it may be worthwhile for the Authority to consider other ways spending its sign program funding given the lack of recent activity. She will endeavor to report back to members at its September meeting with a couple of potential alternative projects.

7. Update on Wayfinding/Branding initiative

Cassidy provided an overview of the status of the sign bid and explained that the bidding process has now been delayed due to the need for more information that needs to be included in the bid package to interested sign vendors.

Cassidy further stated that she expects that the bid will be re-released in approximately three weeks and intends to update members about further progress in late July.

8. New/Other Business

Cassidy provided an overview of the status of several ongoing downtown projects, including the building under construction on Montvale Avenue, the Armory residential conversion and the downtown Asian restaurant. All projects are progressing, although somewhat slowly (estimated completion of the Armory is 60%).

Cassidy further stated that the Doghouse restaurant on Main Street will be opening this week.

Queenin stated that it is positive that the Main Street parking lot is being well-utilized and it seems that there are number of pending redevelopment projects in the downtown area.

Members discussed the prospects for the downtown "golden dome" former gas station building and its re-use. The Historical Commission has expressed their opposition to the demolition of the building on the property for one year, providing the Commission the opportunity to find a new use or operator for the site.

Cassidy stated that she is exploring the option of utilizing some funding from the City's capital improvement plan to consider the prospect of implementing a commissioned mural in its downtown. She is exploring methods of engaging artists to create a mural in a few designated potential spots downtown and has identified the Cities of Beverly and Lynn for their mural experience. Members also suggested researching the Cities of Lowell and Salem for their successes with various mural projects.

Ryan asked about the reconfiguration of the Woburn Center common and the status. Cassidy responded that the project is in the conceptual design phase and city staff is working with the

Massachusetts Department of Transportation (MassDOT) to place this matter on the state's Transportation Improvement Plan (TIP). If the project secures a place on the TIP, the City would be responsible for the cost of design and the state would cover the cost of construction.

Cassidy further stated that City Engineer Jay Corey has engaged with the project manager at MassDOT to schedule a meeting on the proposal in July to help facilitate the design process.

9. Adjournment

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

Motion to adjourn the June 25, 2019 WRA meeting, at approximately 5:17 pm, made by McDaniel;

Seconded by Fuller;

Motion carried, 4-0-0.

Meeting adjourned at approximately 5:17 pm.

Respectfully submitted,

Dan Orr

Dan Orr
City Planner/Grant Writer