

WOBURN REDEVELOPMENT AUTHORITY
APPROVED MINUTES FOR October 23, 2018 MEETING
Engineering Conference Room
10 Common Street, Woburn, MA

Vice Chairman Fuller called the October 23, 2018 Woburn Redevelopment Authority meeting to order at 5:00 p.m.

1. Roll Call of Members

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

2. Approval of Minutes: September 25, 2018

Motion to approve the minutes, as submitted, made by Duffy;
Seconded by McDaniel;
Motion carried, 3-0-0.

3. Bills to be Paid

Cassidy stated that there are none.

4. Monthly Financial Report

Cassidy stated that the WRA general Operating Account has a current balance of \$82,352.29 and that the Sign Grant Program Account maintains a current balance of \$25,794.15.

Motion to approve the monthly financial report, as submitted, made by McDaniel;
Seconded by Duffy;
Motion carried, 3-0-0.

5. Correspondence

Cassidy stated that she would provide correspondence during new or other business matters.

6. Sign/Façade Program Updates

Cassidy stated that she will raise potential participating in the sign/façade improvement with the Brickyard owners while contacting them about the conditions of the end of their most recent lease term to see if they might be interested in the program. In addition, staff will

provide a letter to the business owner on behalf of the WRA including all program application documents.

7. Update on parking-related issues in Woburn Center

Cassidy has been in contact with the study consultant on the traffic patterns observed in Woburn Center. There will be some preliminary research and designs to be released in the coming weeks. In the future, this work will be able to be presented to Mass Highway for state and potentially federal funding via the Transportation Improvement Plan (TIP) process.

8. New/Other Business

Main Street Pocket Park Event Held on September 27th

Cassidy reviewed the preliminary results provided by the design team after holding a design charrette event at the Main Street pocket park on September 27th. Once a more concrete idea for a project is decided upon, the next step will be for the Authority to seek funding via the MassDevelopment Commonwealth Places program, which utilizes a “crowdsourcing” model.

Cassidy further discussed a letter received by Mr. Peter Carbone regarding some potential ideas that could be utilized for the revitalization of the Main Street Pocket Park.

Wayfinding Committee Update

Cassidy has opted to reschedule the next Wayfinding meeting on Thursday, November 8th, during which the committee will focus on maps drafted by the Engineering Department for the purpose of identifying public points of interest for further consideration and discussion.

Acknowledgement of expiration of 1968 Urban Renewal Plan

Cassidy brought a matter to the attention of members regarding a parcel of land located at 1 Adele Road and 64 Industrial Parkway, formerly under a Covenant restricting uses to those identified by an Urban Renewal Plan. However, the plan has expired after a 40-year restricted timeline.

Cassidy further stated that she has worked with City Solicitor Ellen Callahan Doucette, who drafted a document serving as the official release the lot from the Restrictive Covenant and memorializes the expiration of the Urban Renewal Plan, subject to WRA authorization.

Motion to authorize the Chair execute the legal document, made by Duffy;
Seconded by McDaniell;

Motion carried, 3-0-0.

9. Adjournment

Seeing no further business, Vice Chair Fuller called for a motion to adjourn.

Motion to adjourn, made by Duffy;
Seconded by McDaniel;
Motion carried, 3-0-0.

Meeting adjourned at 5:24 pm.