

**CITY OF WOBURN
JANUARY 20, 2015 - 7:00 P.M.
REGULAR MEETING OF THE CITY COUNCIL**

Roll Call

Anderson	Gaffney
Concannon	Gately
DiTucci	Mercer-Bruen
Drapeau	Raymond
Haggerty	

VOTED to dispense with the reading of the previous meeting's Journal and to APPROVE.

MAYOR'S COMMUNICATIONS:

A communication dated January 15, 2015 was received from His Honor the Mayor Scott D. Galvin as follows:

Re: Creation of Mayor's Substance Abuse Task Force Coordinator

Dear President Haggerty and Members of the City Council:

I am forwarding an order regarding the creation of above referenced position for your consideration.

As I mentioned in my State of the City address, addiction to heroin and opiates continues to plague our community and other communities across the nation. It is critical that we expand on our efforts to help thwart this nationwide trend – one that has already taken too many lives of young people in our community.

I am submitting language, drafted cooperatively with City Solicitor Ellen Callahan Doucette, to create a Mayor's Task Force Coordinator. This position is critical to our collaborative work to educate the community about this epidemic and intervene on behalf of those in need of services.

Please let me know if you have any questions.

Sincerely, s/Scott D. Galvin

Attached thereto was the following Order:

ORDERED Be it ordained by the City Council of the City of Woburn, that Title 2, Administration and Personnel, of the Municipal Code of the City of Woburn be amended by inserting the following new Article and Section as follows:

XLI. Mayor's Substance Abuse Task Force Coordinator

2-255 Establishment/Salary

There is hereby established the position of Substance Abuse Task Force Coordinator who shall be appointed by the Mayor. The position shall be compensated at \$25.00 per hour.

2-256 Qualifications and Duties

- A. The Substance Abuse Task Force Coordinator shall at a minimum, have a Bachelor's Degree from an accredited college or university; or have equivalent experience in a field related to youth development such as education, psychology, nursing, or sociology, and have a working knowledge of substance abuse treatment programs and substance abuse prevention curriculum, meeting coordination and facilitation practices, and laws and regulations related to substance abuse.
- B. The duties of the Substance Abuse Task Force Coordinator shall be to identify and expand resources for educating the community and its families; identify resources for treatment access; foster competent community collaboration in prevention planning, action and evaluation; and involve young people in peer-oriented prevention efforts in a common goal to remain drug-free. The Substance Abuse Task Force Coordinator shall identify state, federal or other sources of funding and apply for grants to supplement city funding. The Substance Abuse Task Force Coordinator shall coordinate with the Police and Fire Departments, the School Department, Recreation Commission and Board of Health and any other necessary agency to further the City's mission to prevent drug abuse and provide support, treatment, access and education to the public.

s/Alderman _____

PUBLIC HEARINGS:

On the petition by Woburn Foreign Motors, 394R Washington Street, Woburn, Massachusetts 01801 for a special permit to modify a special permit dated December 5, 2002 which Decision allowed for the alteration of an existing non-conforming structure

by the construction of a covered service drive at 394 Washington Street and Special Permit pursuant to the 1985 City of Woburn Zoning Ordinance, as amended, as follows: 1. Section 5.1 (45) (69) and 7.3 to allow for the sale or rental of automobiles, trucks, truck trailers, and motorcycles including accessory repair and storage facilities; 2. That the new site plan of record be the plan entitled "Site Plans for Woburn Foreign Motors Proposed Redevelopment, 394 Washington Street, Woburn, MA 01801" dated August 7, 2014, prepared by Allen & Major Associates, Inc., 100 Commerce Way, Woburn, MA 01801 (the Plan); and 3. In addition, the Petitioner seeks approval of the following modifications to the existing Site Plan of record: to allow for a stand-alone car wash within the interior of the building, additional parking spaces, transformer; dumpsters and fuel pump, all as shown on the Plan, at 394 Washington Street. PUBLIC HEARING OPENED. A communication dated January 15, 2015 was received from Attorney Joseph R. Tarby, III, Esquire, Murtha Cullina LLP, 600 Unicorn Park Drive, Woburn, Massachusetts 01801 as follows:

Re: Special Permit Petition of Woburn Foreign Motors, 394 Washington Street, Woburn, Massachusetts

Dear Mr. Campbell:

Since VHB has not provided its preliminary report in connection with the Peer Review, I respectfully request that the City Council public hearing on this matter presently scheduled for January 20, 2015 be continued to the City Council meeting on February 3, 2015. If you need any further information, please contact me. Thank you.

Very truly yours, s/Joseph R. Tarby, III

On the petition by Woburn Foreign Motors, 394R Washington Street, Woburn, Massachusetts 01801 for special permits pursuant to the 1985 City of Woburn Zoning Ordinance, as amended, as follows: 1. Section 5.1 (45) to allow for the sale or rental of automobiles, trucks, truck trailers, and motorcycles including accessory repair and storage facilities; 2. Section 5.1 (69) and 7.3 to allow for the replacement of the existing non-conforming six (6) foot fence as shown on the plan with a six (6) foot wall; 3. Section 8.7 to allow for a reduction in the off street loading requirements; 4. Sections 5.1 (69), 7.3 and 13.5 to allow for the alteration of the existing non-confirming signage; 5. Footnote 8 to Section. 6.1 to allow for an increase in the building height from thirty-five (35) feet to forty-five (45) feet, more or less; 6. Section 8.6.3 to allow for an exception to the area and landscaping requirements to allow for alternate landscaping equal or superior in visual appearance; and 7. Sections 12.2.4 and 12.3.2 to allow for the replacement of the existing buildings on the property with a new building containing approximately 152,600 square feet in gross floor area, more or less, at 394R Washington Street. PUBLIC HEARING OPENED. A communication dated January 15, 2015 was received from Attorney Joseph R. Tarby, III, Esquire, Murtha Cullina LLP, 600 Unicorn Park Drive, Woburn, Massachusetts 01801 as follows:

Re: Special Permit Petition of Woburn Foreign Motors, 394R Washington Street,
Woburn, Massachusetts

Since VHB has not provided its preliminary report in connection with the Peer Review, I respectfully request that the City Council public hearing on this matter presently scheduled for January 20, 2015 be continued to the City Council meeting on February 3, 2015. If you need any further information, please contact me. Thank you.

Very truly yours, s/ Joseph R. Tarby, III

On the petition by Madison Properties, 20 Park Place Plaza, Suite 433, Boston, Massachusetts 02116 for special permits pursuant to the 1985 Woburn Zoning Ordinances, as amended, to allow for the construction at 369 Washington Street of a Mixed Use Hotel/Restaurant Use as follows: 1. Special Permit pursuant to Section 5.1.20a to allow for a Mixed Use Hotel/Restaurant Use; 2. Special Permit pursuant to Section 5.1.29 and Section 11.6.10 to allow for a fast food restaurant with a drive up customer service facility; 3. Special Permit pursuant to Section 5.1.28, Note 16 to allow for restaurant hours in excess of 11:00 p.m.; 4. Special Permit pursuant to Section 5.7.6 to allow alternative screening devices; 5. Special Permit pursuant to Section 6.1, Note 8 to allow for the height of the proposed hotel to be in excess of thirty-five (35) feet; 6. Special Permit pursuant to Section 8.7.6 to allow for a reduction in off street loading requirements; 7. Site Plan Approval pursuant to Section 12.2.1 and 12.3.2 to allow for a fast food restaurant; and 8. Site Plan Approval pursuant to Section 12.2.4 and 12.3.2 to allow for construction in excess of 15,000 square feet and more than 100 parking spaces, all at 369 Washington Street. PUBLIC HEARING OPENED. A communication dated December 30, 2014 was received from Tina P. Cassidy, Planning Director as follows:

Re: Planning Department Comments on Special Permit Applications for “Woburn Landing” at 369 Washington Street/Madison Properties

Dear Honorable Council:

The Planning Department has reviewed the above-referenced petition which seeks the following special permits to allow for the construction of a 158,125 sq. ft., 250-room hotel, two full-service restaurants totaling 13,771 sq. ft., and a fast food restaurant on this 12^{+/-} acre site:

- Section 5.1.20a (Mixed Use Hotel/Restaurant use)
- Section 5.1.29 (Fast Food restaurant use and hours of operation in excess of 6:00 a.m. to 11:00 p.m.)
- Section 5.1.28 (Full service restaurant use and hours of operation in excess of 6:00 a.m. to 11:00 p.m.)
- Section 5.7.6 (Buffer zone requirements, to authorize alternative screening methods)
- Section 6.1 Note 8 (Waiver of building height limit when within 700 linear feet of an R-1, R-2 or R-3 Zoning District)

- Section 8.7.6 (reduction of off-street loading requirements)
- Section 11.6.10 (drive-up customer service facility)
- Sections 12.2.1 and 12.2.4 (site plan review for fast food restaurant, construction of more than 15,000 sq. ft. of gross floor area and more than 100 parking spaces)

The Planning Department recommends the City Council consider the following issues/comments as it considers this request:

1. The plans should be revised to show appropriate on-site snow storage capacity and the approved plan routed to the Zoning Enforcement Officer. Note #3 on Sheet C-2 states *“Snow stockpile area may be used if snow storage within other landscape areas is no longer available...The intent is not for all snow to be placed within this area, only that additional storage is available should it be required. The overall height of the snow storage shall not exceed 8-feet.”* The proposed snow storage area(s) should be identified so they can be evaluated for potential visibility issues with potential snow pile heights of eight [8] feet and proximity to wetlands;
2. Section 8.7.1.1. of the Zoning Ordinance requires that the hotel have three (3) loading bays. The applicant is requesting a special permit to reduce the loading requirements but it is not clear whether the request is for total or partial relief from the requirement. Specifics should be ascertained and the plans revised if/as appropriate. On a related note, the Council may want to consider limiting deliveries made via the hotel’s main entrance to “in-hand” deliveries such as newspapers and small parcels/express mail;
3. Consultation with the Director of Inspectional Services revealed the two drive-through lanes for the fast food restaurant meet the stacking (lane capacity) requirements of Section 11.6.10.b. of the Zoning Ordinance. However, the Inspectional Services Director and Planning Director recommend that two (2) parking spaces near the drive-through be reserved for drive-through patrons, in the event the number of drive-through patrons exceeds lane capacities during peak times. The suggested spaces are shown as spaces A and B on the attached sketch plan;
4. The plan proposes two (2) free-standing directional signs in the interior of the parking lots for restaurant B. These signs can be allowed via Section 13.2.8 of the Zoning Ordinance (in which case the Council will need to determine they are in fact “necessary”), or via Section 13.10.6 (in which case they must be located at least five feet [5’] from all driveways with written approval from the Police Chief);
5. Aside from the signs noted in the preceding paragraph, the application package does not include information about directory or free-standing sign(s) for the site or for any wall signs for the individual establishments. If any directory or free-standing signage is planned aside from that mentioned in the previous paragraph, at least the location(s) of such signage should be shown on what will become the Plans of Record. This will avoid the need for one or more subsequent special permit modification applications.

In addition, it would be appropriate to add two sign-related notations to the Plan of Record: (a) any signage must be approved via separate application to the Director of Inspectional Services and/or the appropriate municipal authority (e.g. City Council) and (b) all signage must comply with all requirements of Section 13 of the Woburn Zoning Ordinance;

6. Adding stop signs at both ends of the driveway behind the hotel would improve safety for driveway traffic trying to enter the stream of vehicles in the main travel aisles;
7. No plantings or other landscape features should interfere with the visibility of motorists entering, exiting, or crossing the site; and
8. The trash enclosures for restaurants A and B are in highly visible locations. The enclosure/screening for restaurant A will consist of a combination of concrete block walls, 8-9' tall arborvitae shrubs, and gates. The enclosure/screening for restaurant B will consist of a fence, 8-9' tall arborvitae shrubs and gates. The applicant informs Planning staff that neither of the gate enclosures will extend into travel lanes when open.

Planning staff recommends the Council (a) determine and approve the height and materials of all trash area fencing, walls and gates; (b) consider requiring the concrete block enclosure associated with restaurant A to be painted the same color as the body of that restaurant; (c) prohibit servicing of trash refuse areas between the hours of dusk to dawn; and (d) require the elimination of spaces C, D, and E noted on the attached sketch plan to address the possibility that the enclosures and landscaping will affect motorists' ability to safely back out of those spaces. In lieu of using the areas for parking, it is recommended that additional landscaping be added to further screen the refuse areas from public view.

Thank you for the opportunity to comment on this application. Please feel free to contact me at (781) 897-5818 if you have any questions regarding this correspondence.

Respectfully, s/Tina P. Cassidy, Director

A communication dated January 6, 2015 with attachments was received from Tina P. Cassidy, Planning Director as follows:

Re: Additional Planning Department Comments on Special Permit Applications for "Woburn Landing" at 369 Washington Street/Madison Properties

Dear Honorable Council:

I received the attached letter and revised plans shortly after finalizing my December 30, 2014 comment letter to you on the above-referenced application. Taken together, the letter and plan revisions largely respond to the comments and concerns raised in my earlier correspondence.

Please feel free to contact me directly if you have any questions.

Respectfully, s/Tina P. Cassidy, Director

A communication dated January 15, 2015 was received from Attorney Joseph R. Tarby, III, Esquire, Murtha Cullina LLP, 600 Unicorn Park Drive, Woburn, Massachusetts 01801 as follows:

Re: Special Permit Petition of Madison Properties, 369 Washington Street, Woburn, Massachusetts

Dear Mr. Campbell:

Since VHB has not provided its preliminary report in connection with the Peer Review, I respectfully request that the City Council public hearing on this matter presently scheduled for January 20, 2015 be continued to the City Council meeting on February 3, 2015. If you need any further information, please contact me. Thank you.

Very truly yours, s/Joseph R. Tarby, III

On the petition by John P. Flaherty and Kathryn A. Flaherty to further amend the 1985 Woburn Zoning Ordinances, as amended, by adding a new definition for “Church Buildings” in Section 2 Definitions and by adding a new Section 27 “Adaptive Reuse of Church Buildings” as set forth in the petition. PUBLIC HEARING OPENED. A report was received from the Committee on Ordinances as follows: “back for action with revisions as follows (revisions from Committee meeting in italics and underlined):

A. That Section 2 (Definitions) of the 1985 Woburn Zoning Ordinance as amended be further amended by adding the following definition to Section 2:

HOUSE OF WORSHIP: A building which was built and used for the primary purpose of assembly for religious worship. For purposes of this ordinance the term “house of worship” shall not include any other building, structure, or use now or formerly associated with religious practice such as, but not limited to, convents, rectories, schools and cemeteries.

B. That a new Section 27 entitled “ CONVERSION OF HOUSES OF WORSHIP” be added to the 1985 City of Woburn Zoning Ordinance as amended, as follows:

Section 27 Adaptive Reuse of Houses of Worship

27.1 Purpose of District

1. To allow for the reuse of historic houses of worship deemed Significant Buildings or Structures, as defined by the Woburn Municipal Code, in a manner that will promote economic development and provide housing in the community;
2. To encourage the preservation of houses of worship deemed to be Significant Buildings or Structures through adaptive reuse for residential purposes;
3. To provide housing for residents 55 years of age or older; and
4. To provide an alternative to traditional land subdivision in order to minimize the visual impact(s) of redevelopment and reuse on abutting properties.

27.2 Scope of Authority

A special permit may be issued for the conversion of a House of Worship on lots in the R-2 Zoning District which (1) contain a House of Worship that has been deemed to be a Significant Building or Structure by the Woburn Historical Commission using the criteria listed in Title 15, Article V, Section 15-16 of the Woburn Municipal Code, and which Significant Building or Structure was used as a house of worship within five (5) years of the date of application for a special permit under this Section, and (2) the lot has not been subdivided or reduced in size *subsequent to 1/1/2015* or otherwise developed for any other purpose.

27.3 Uses By Right

1. Those uses permitted by right in the underlying zoning district.

27.4 Uses by Special Permit

A Special Permit shall be required from the Woburn City Council for the following use:

1. Multi-family dwellings located entirely within the House of Worship that has been deemed to be a Significant Building or Structure by the Woburn Historical Commission as provided herein.

27.5 Dimensional and Density Regulations

Dimensional and density regulations for the “Conversion of Houses of Worship” District shall be as follows provided, however, that the City Council may grant a Special Permit to authorize relief from the existing dimensional regulations so long as such relief does not allow for additional residential units or an increase in the height of the existing structure *or the footprint except to address ADA compliance*.

1. Maximum Permitted Density: 1.5 dwelling units for every 1,000 square feet of the House of Worship's first floor gross floor area.
2. Dimensional Regulations: For purposes of this Section 27, the existing House of Worship structure may be converted to a multi-family dwelling using its existing setbacks and ground coverage.
3. Maximum Building Height
 - a. No greater than the existing Structure

27.6 Off-Street Parking Requirements

1. At a minimum, off-street parking spaces shall include at least 2 spaces per unit and shall be provided in accordance with Section 8 of the Woburn Zoning Ordinance entitled Off Street Parking and Loading Facilities Regulations. All parking areas must conform to all applicable landscaping, screening, dimensional and other requirements of the Woburn Zoning Ordinance.

- C. That the following provision be added to Section 11.6. of this Ordinance as a new 11.6.12

12. Required Additional Findings for Conversion of Houses of Worship

In granting a Special Permit under Section 27, the City Council must make the following additional findings and conditions:

- a. That the building or structure proposed for conversion to residential use has been deemed by the Woburn Historical Commission to be a "Significant Building or Structure". In making this finding, the Woburn Historical Commission shall use the criteria outlined in Title 15, Article V, Section 15-16 of the Woburn Municipal Code;
- b. That the building or structure proposed for conversion to residential shall be restored to its' original historic character and preserved from an historic or architectural perspective in perpetuity;
- c. That conversion of the building or structure to residential use facilitates preservation or improvement of the existing character of abutting properties and the district generally;
- d. That the exterior design of the building shall not be substantially altered so as to change the character and architecture of the original design;
- e. The existing building footprint shall not be increased except to the extent that alterations are necessary to comply with the Americans With Disabilities Act;
- f. There shall be adequate room for container(s) for collection and disposal of refuse;
- g. Residents fifty-five (55) years of Age and Older:
 1. At least fifty (50%) percent of the units shall be age restricted and designated for occupancy by at least one person who is fifty-five years of age or older.

2. Prior to the issuance of a Special Permit under this Section 27, a deed or other recorded instrument showing the applicant to be the owner of the land to be designated as a Multiple Family Dwelling with fifty (50%) percent of the units restricted for persons 55 years of age or older shall be reviewed by the City Solicitor and approved by the City Council. It shall be a condition of any Special Permit granted hereunder that said Deed or other recorded instrument shall be recorded at the Middlesex County South District Registry of Deeds prior to the issuance of the Landowner's Notice of Special Permit Decision by the City Clerk's office.
- h. The lot shall not be subdivided or reduced in size or otherwise developed for any other purpose subsequent to 1/1/2015.

On the petition by Constitution Park Eight LLC, Robert W. Murray, Manager, 27 Cambridge Street, Burlington, Massachusetts 01803 for a special permit pursuant to 1985 Woburn Zoning Ordinances, as amended, Section 5.1.30b to allow construction of a new 97,200 sq. ft. general office building with an additional 55,420 sq. ft. of under building parking space with associated improvements and landscaping at Constitution Way and Dragon Court. PUBLIC HEARING OPENED. A communication dated January 15, 2015 was received from Tina P. Cassidy, Planning Director as follows:

Re: Planning Department Comments on Special Permit Application for New Office Building on Lot #6 of 0 Constitution Way/Robert W. Murray, Trustee

Dear Honorable Council:

The Planning Department has reviewed the above-referenced petition which seeks a special permit in accordance with Section 5.1.30(b) of the Zoning Ordinance to allow for the construction of a new 97,200 sq. ft. (net floor area) office building with an additional 55,420 sq. ft. of under-building parking on this roughly 5.2 acre site. Section 5.1.30(b) requires a City Council special permit for construction of business, professional and general office space over 15,000 sq. ft. in an I-P District.

Site Plan Review from the City Council will also be required in accordance with Section 12.2.4. of the Zoning Ordinance because more than 15,000 sq. ft. of floor area and more than 100 parking spaces will be built as part of the project.

The Planning Department recommends the City Council consider the following issues/comments as it considers this request:

1. Appropriate and adequate on-site snow storage areas should be noted on the plan and the approved plan routed to the Zoning Enforcement Officer;
2. No information has been provided with respect to exterior lighting, either on the building or on-site in the parking areas;

3. The "Details" sheet shows hay bales which are proposed for use during construction. The Planning Department recommends the detail be changed by replacing all references to hay bales with references to siltation socks of a type acceptable to the Conservation Commission. Doing so will ensure conformance with current policies of the Woburn Conservation Commission and the State, both of which discourage the use of hay bales; and
4. Appropriate screening should be provided around the proposed Dumpster area.

Please feel free to contact me directly if you have any questions about this recommendation. I would be happy to provide further comment on revised plans if helpful.

Respectfully, s/Tina P. Cassidy, Director

On the petition by Alderman Gately concerning the structure or structures located in the City of Woburn, County of Middlesex, Commonwealth of Massachusetts known and numbered as 119 Eastern Avenue, Woburn, Massachusetts, for the purposes of determining whether said structure or structures are a public nuisance, a nuisance to the neighborhood, a dilapidated or dangerous building or other structure, as said terms are used in Massachusetts General Laws Ch. 139, Sec. 1, and if so, enter an order adjudging it to be a nuisance to the neighborhood, or dangerous, and prescribing its disposition, alteration or regulation. PUBLIC HEARING OPENED.

CITIZEN'S PARTICIPATION: None.

COMMITTEE REPORTS:

FINANCE:

On the Order to transfer the sum of \$2,306,196.88 from Debt Reserve Acct to Debt Principal Acct and Debt Interest Acct, committee report was received "ought to pass".

On the Order to Order to transfer the sum of \$135,000.00 from BLS Ambulance Receipts Acct to Fire Ambulance Salary Acct and Fire/Medical Attention Acct, committee report was received "ought to pass".

ORDINANCES:

On the Order to amend 1989 Woburn Municipal Code, as amended, Title 2, Article XII Fire Department, committee report was received "ought to pass, as amended with the

amendments as follows: 1. That Section 2-80 Fire Stations – Number and Location not be deleted, and 2. That the subsequent sections be renumbered accordingly.”

On the Order to amend 1989 Woburn Municipal Code, as amended, Title 13 relative to water and sewer charges, committee report was received “ought to pass, as amended with the amendment as follows: 1. Effective July 1, 2015.”

On the Order to amend City Council Rule 34 relative to appointments, committee report was received “ought to pass, as amended with the amendment as follows: 1. Paragraph B.2 be amended to read ‘The Committee on Ordinances shall forthwith review the compensation and job description as set forth in the Woburn Municipal Code for the position and recommend any modifications it finds necessary unless otherwise not subject to change due to a contractual obligation.’”

PERSONNEL:

On the reappointment of Geraldine Benecke, Mary Foley and Vincent Simeone as Members of the Woburn Council on Aging, committee report was received “ought to pass”.

PUBLIC SAFETY AND LICENSES:

On the petition by ecoATM, Inc. for a License to Purchase and Sell Second-Hand and Personal Articles of Value and Collectibles at 2 Elm Street, committee report was received “back for action.” A communication dated December 8, 2015 was received from Laura Moss, Regulatory Affairs Counsel, ecoATM, Inc., 10121 Barnes Canyon Road, San Diego, California 92121 as follows:

Re; Withdrawal of Secondhand Article License Application – City of Woburn

Please be advised ecoATM would like to formally withdraw its Secondhand Article License application for the proposed site locate at 2 Elm Street. A business decision has been made to not pursue this site at this time.

Thank you for your assistance throughout this process.

All best, s/Laura Moss, Regulatory Affairs Counsel

On the petition by ecoATM, Inc. for renewal of License to Purchase and Sell Second-Hand and Personal Articles of Value and Collectibles at 296 Mishawum Road, committee report was received “ought to pass”.

On the petitions for renewal of Second Class Motor Vehicle Sales Licenses by Robert McSheffrey dba Bob McSheffrey Auto Sales; Cambridge Road Auto Service, Inc. dba Woburn Plaza Shell; and Boston Wholesale Motorcars, Inc., committee report was received "ought to pass".

NEW PETITIONS:

Petition by Kelley Towncar Inc. for a new Livery License for two (2) additional vehicles at 888 Main Street #2.

COMMUNICATIONS AND REPORTS:

A communication dated January 2, 2015 was received from Joanne Collins, Director, Woburn Council on Aging along with a copy of the Director's Report and the minutes of the Council on Aging for the month of December 2014.

A communication dated January 14, 2015 was received from City Clerk William C. Campbell as follows:

Re: Executive Session Minutes

Under the Open Meeting Law, the City Council is required to periodically review executive session minutes to determine if the reason for the executive session has passed and the minutes of the session can be released. Once the purpose for going into executive session has passed, the minutes must be released by vote of the City Council.

This office has records and minutes for a portion of the August 12, 2014 City Council Regular Meeting held in executive session for the purpose of receiving a communication from the City Solicitor relative to pending litigation The Woburn Armory LLC v. Paul J. Denaro, et. al.

This office has minutes for the August 13, 2014 City Council Special Meeting held in executive session for the purpose of discussing the Hurld-Wyman School project.

I look forward to your direction as to whether the minutes may be released or should continue to be held.

Thank you for your attention to this matter.

s/William C. Campbell, City Clerk

UNFINISHED BUSINESS OF PRECEDING MEETING: None.

APPOINTMENTS AND ELECTIONS:

A communication dated December 31, 2014 was received from His Honor the Mayor Scott D. Galvin as follows:

Dear City Clerk Campbell:

By the power vested in me as Mayor of the City of Woburn, I hereby appoint Michael McDonough, 139 Pleasant Street, to the Woburn Golf and Ski Authority, subject to confirmation by the City Council, with a term to expire Dec. 31, 2020.

Mr. McDonough's appointment fills a vacancy on the Authority

Respectfully, s/Scott D. Galvin, Mayor

A communication dated January 15, 2015 was received from His Honor the Mayor Scott D. Galvin as follows:

Dear City Clerk Campbell:

By the power vested in me as Mayor of the City of Woburn, I hereby reappoint Santo Bernardo, 43 Duren Avenue, Woburn, to serve on the Golf and Ski Authority, with an term expiration date of December 31, 2020; subject to confirmation by the City Council.

Respectfully, s/Scott D. Galvin, Mayor

A communication dated January 15, 2015 was received from His Honor the Mayor Scott D. Galvin as follows:

Dear City Clerk Campbell:

By the power vested in me as Mayor of the City of Woburn, I hereby appoint Michael P. Higgins, 7 Middlesex Canal Park, to the Woburn Golf and Ski Authority, subject to confirmation by the City Council, with a term to expire Dec. 31, 2015.

Mr. Higgins' appointment fills a vacancy on the Authority.

Respectfully, s/Scott D. Galvin, Mayor

A communication dated January 15, 2015 was received from His Honor the Mayor Scott D. Galvin as follows:

Dear City Clerk Campbell:

By the power vested in me as Mayor of the City of Woburn, I hereby reappoint Catherine B. Shaughnessy, 31 Scott Street, to the Woburn Board of Cemetery Commissioners, subject to approval by the City Council, with a term to expire March 30, 2017.

Respectfully, s/Scott D. Galvin, Mayor

A communication dated January 9, 2015 was received from His Honor the Mayor Scott D. Galvin as follows:

Dear City Clerk Campbell:

By the power vested in me as Mayor of the City of Woburn, I hereby reappoint John D. Ray, 22 Water Street, to the Woburn Board of Appeals, subject to approval by the City Council, with a term to expire May 31, 2017.

Respectfully, s/Scott D. Galvin, Mayor

MOTIONS, ORDERS AND RESOLUTIONS: None.

Motion made and 2nd to ADJOURN.