

**CITY OF WOBURN
WOBURN CITY COUNCIL
SPECIAL PERMITS COMMITTEE
WOBURN CITY HALL
COMMITTEE ROOM
TUESDAY, APRIL 9, 2024 – 7:42 p.m.**

Voting members present: Chairman Darlene Mercer-Bruen, Councilor Joseph Demers, Councilor Lou DiMambro, Councilor Charles Viola, and Councilor Joanne Campbell.

Non-voting members present: President Jeffrey Dillon, Councilor Robert Toro, Councilor William Pappalardo and Councilor Robert Ferullo

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Reading and approval of meeting minutes of March 25, 2024: Motion made by Councilor Viola and seconded by Councilor DiMambro to waive the reading of and approve the minutes of the previous meeting; in favor, 5-0.

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Citizens Bank for a special permit with site plan review under Sections 11.6(10); Section 7.3; Section 13.5 and Section 18.4 for the demolition of a portion of the building, and construction of a new building addition with drive-Up ATM Service, at 1 Commerce Way: Chair Mercer-Bruen said there has been a letter submitted on behalf of Citizens Bank, which she read as follows: “Dear Members of the Subcommittee: I apologize that due to a scheduling conflict, I will be unable to attend this evening’s meeting with you to discuss this project in person as I understand that discussion may include mitigation as part of the Project Review for this proposed remodel. I trust that I may be able to at least offer the following here in writing to advance the discussion and include these items in your deliberations. As we have always maintained, Citizen’s Bank is willing to participate in, and to lead efforts to perform the various traffic signal improvements outlined in the City Engineer’s comment letter dated March 18, 2024, especially as it benefits Citizens’ customers and residents of Woburn. As authorized by Citizens Bank, we hereby make this commitment in writing and expect that this work included in Mr. Corey’s letter would be required to be complete and in operation prior to a distinct milestone such as Certificate of Occupancy. Similarly, we continue to work with the City DPW & Engineering Staff to address the utility tracing issues and information requests related to sewer service replacement and maintenance of the drainage system on-site. We expect to have these issues resolved in very short order. Respectfully Submitted TF Moran, Inc. Alan D. Roscoe, P.E. Senior Project Manager.” She said there is a meeting scheduled with DPW Supt. John Duran to discuss the project. She said she does not think the committee is ready to move on this matter tonight. She said the letter is a good start. She suggested tabling the matter.

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Motion made by Councilor Demers and seconded by Councilor DiMambro to adjourn; in favor, 5-0. Chair Mercer-Bruen adjourned the meeting at 7:45 p.m.

A TRUE RECORD ATTEST

Gordon Vincent
Clerk of Committees