

WOBURN REDEVELOPMENT AUTHORITY
MEETING MINUTES
June 27, 2023

MEMBERS PRESENT: Chair Don Queenin, Christopher Glaser and Mark Kiklis were present. Wayne McDaniel and Arthur Duffy were absent. Also in attendance: WRA Administrator Tina Cassidy, Economic Development Manager Casey Hagerty and City Councilor Jeff Dillon.

Chairman Don Queenin called the meeting to order at 5:00 p.m.

1. Approval of minutes: May 23, 2023 meeting

Queenin asked if members were prepared to make a motion to approve the minutes as drafted. MOTION by Kiklis to approve the minutes of the May 23, 2023 meeting as submitted; Seconded by Glaser; All in favor. Motion carried 3-0-0.

2. Bills to be Paid

Queenin stated there are no bills to be paid.

3. Monthly Financial Report

Queenin stated that the Authority's account balances per bank statements as of May 31, 2023 are \$68,346.54 (Operating Account) and \$11,101.67 (Sign and Façade program). He asked if a member was prepared to make a motion to accept the monthly financial reports as of May 31, 2023. MOTION by Glaser to approve the financial reports for the month ending May 31, 2023, as submitted; Seconded by Kiklis. Motion carried 3-0-0.

4. Correspondence

Queenin asked if there was any correspondence for the Authority to discuss and Cassidy responded there was none.

5. Update on Storefront Façade and Sign Grant Program

Queenin commended the owner of 170 Main Street for prepaying the amortization on her façade loan as it potentially frees up cash to be distributed to new applicants.

6. Report from Economic Development Manager Casey Hagerty

Hagerty updated the WRA on her involvement within the community the past month in addition to the new Economic Development website going live and the inaugural issue of the newsletter. She also provided information on several meetings she's attended over the past month including one at which she was a guest speaker regarding the hospitality industry. The City hosted a meeting with New Boston Street property and business owners to update them on the New Boston Street bridge construction and gain their feedback and input regarding potential zoning reform to encourage new development. Hagerty stated there are no new vacancies in the downtown area or new businesses since the last meeting. The Bowladrome is currently closed and will open in the fall under new management. The church that will be occupying the old CVS building on Main Street is in the

permitting process with hopes to open in the fall. The City is in the process of updating the sign bylaws to add a mural definition.

7. WRA's Strategic Initiatives

Queenin and Dillon acknowledged the leadership of DPW Assistant Superintendent Lenny Burnham and the work his crew have been doing on the Pocket Park. Cassidy will inform the Authority on a potential date for a grand opening.

Cassidy stated the traffic project reconfiguring Woburn Center will be holding Public Meetings potentially in the beginning of September to gather input from those most impacted such as residents and business owners.

Discussion continued as to the origin of the WRA and history of its initiatives. Queenin inquired of Cassidy as to any modifications to the original Charter that had to be voted on by the City Council or the State. Queenin inquired if the Authority is able to provide input on redevelopment to other parts of the City or if they are limited to the downtown area. Dillon and members agreed, if allowed, input would be welcome by other areas within the City.

Queenin asked if there was any other business for the Board to conduct. Cassidy stated there was none.

Queenin stated the next meeting tentatively will be held on Tuesday, September 26, 2023 at 5 pm in the Committee Room at City Hall. Queenin stated the meeting may be held a week or two earlier but if it is all members will be notified. He then asked for a motion to adjourn the meeting.

MOTION by Kiklis to adjourn; Seconded by Glaser. Motion carried 3-0-0.

The meeting was adjourned at 5:22 p.m.

Table of Documents Used and/or Referenced at Meeting

Draft meeting minutes of the May 23, 2023 meeting
Financial statements as of May 31, 2023

Respectfully submitted,

Karen Smith

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