WOBURN REDEVELOPMENT AUTHORITY
MEETING MINUTES
March 4, 2026

1. Welcome

Chair Anthony Langone called the meeting to order at 4:03 P.M.

2. Roll Call of Members

MEMBERS PRESENT: Chair Anthony Langone, Christopher Glaser, Douglas Olander and Joseph McElhiney.

MEMBERS ABSENT: Maria Zeqo

OTHERS PRESENT: WRA Administrator John Cashell, City Council Liaison Lou DiMambro, Economic Development Manager Casey Hagerty and Assistant Planner Matt Littleton.

3. Approve February 2026 Meeting Minutes

Chair Langone asked if anyone had comments regarding the draft minutes of the February 18, 2026 meeting or if members were prepared to make a motion to approve the minutes.

MOTION to approve the February 18, 2026 meeting minutes made by Mr. Glaser; seconded by Mr. Olander.

All members in favor, MOTION passed 4-0.

4. Earmark Updates and Discussion

Chair Langone began the discussion by stating that any contracts must be submitted by May 1, 2026 and that all expenses must be incurred no later than June 30, 2026.

Authority members discussed creating an application for downtown businesses to inform them that earmark money is available and to receive their necessary information (business address, number of employees, etc.). Economic Development Manager Hagerty raised the need to create a document to explain why a business receives a specific amount of money. There were further discussions related to whether any money would go to a business or a vendor.

APPROVED

Authority members discussed the best uses of the earmarked money. These included upgraded trash/recycling receptacles, including solar-powered compactors, re-striping the parking lot on Walnut Street, potentially numbering the spaces and more clearly distinguishing which spaces in the lot are municipally owned. Chair Langone suggested a downtown wide façade power wash and/or artistic monument/sculpture to improve the friendliness and aesthetic of the downtown.

Administrator Cashell put forward the idea of striping the Magazine Hill parking lot but advised against any permanent upgrades, like sidewalks and curbing, due to anticipated future work in the center.

Additional ideas presented by Authority members included portable benches to enjoy the future live entertainment at the Brickyard, a community piano and a bike repair station.

Members discussed estimated pricing associated with striping and power washing, as well as whether the city would do the striping. Administrator Cashell advised the city has the ability to stripe and that the city has used private vendors for this before.

The Authority believed these discussions were fruitful and a good starting point to begin to prepare the application and agreed to continue the discussion at the March 25, 2026 meeting.

5. <u>Review Annual Lease for Marlowe Park</u>

Mr. Nicholas Leo, of the Brickyard Restaurant, was present at the meeting. Mr. Leo provided a letter to the Authority detailing his plan for Marlowe Park. This plan included: Patio Season: April 1 – October 24; Concerts/Bands: every Wednesday from approximately 6:00 P.M. - 10:00 P.M. from April 29 – September 16 (rain dates of Thursdays) and every Friday from approximately 6:00 P.M. - 10:00 P.M from May 29 – September 11 (no rain dates). Mr. Leo also stated that Brickyard would be responsible for all costs of the patio setup, concerts, marketing, etc., it would continue to pick up the trash on the patio and near the trash barrels and would pressure wash the patio prior to setting up the tables and chairs.

Chair Langone suggested modifying the lease agreement to increase the rate in line with the annual Federal CPI.

Mr. Leo asked if it made sense to execute a multi-year lease, which the Authority agreed with.

MOTION to approve a 5-year lease of Marlowe Park to the Brickyard with the same conditions as the previous lease made by Mr. Olander; seconded by Mr. McElhiney.

APPROVED

All members in favor; MOTION passes 4-0.

6. Review Sign Grant Applications

- Sci Kidz Land LLC- 405 Main Street

Chair Langone asked the Authority if members had a chance to review the application, which is for a sign out front and a smaller sign in the rear of the building. Economic Development Manager Hagerty stated she had recently spoken with the applicant and a small revision is needed on the rear sign. She further added that the owner of 405 Main Street has expressed interest in a larger façade renovation and further follow up with the owner is needed.

Authority members then discussed the application in detail and members some concerns were raised related to the proposed colors of the signage. Members agreed that they would prefer the lettering of the signage be gold instead of the proposed yellow.

The Authority tabled this discussion until the next WRA meeting so that the applicant can be present.

7. Subcommittee Updates

Mr. Olander advised that Authority that he continues to work on organizing a farmer's market near the city center. He spoke with the Recreation Department about using Library Park and with the library about using their lawn and is waiting to hear back from both. Mr. Olander also spoke with an organizer of the Winchester farmers market who offered guidance and advice. Economic Development Manager Hagerty asked if this would be a one-time event. Mr. Olander stated that the Authority would need to see the turnout and community enthusiasm at the first one before deciding what the plan moving forward would be.

Mr. McElhiney advised that he has continued to research the statutes that govern the Authority and hoped to be able to provide members with a summary at the next meeting to better explain the jurisdiction and role the Authority has. Administrator Cashell stated that the WRA's jurisdiction is the exclusive domain of the downtown area but it can be involved in any other area of the city that the City Council and Mayor want them involved in.

APPROVED

8. Correspondence, if any

No correspondence was received.

9. Chair Updates

Chair Langone informed that Authority that Servpro had offered to be a partner with the WRA in a spring cleanup of the city center. The Authority discussed conducting another downtown walkthrough, which was tentatively scheduled for Friday, March 13, 2026. Economic Development Manager Hagerty suggested speaking with business owners along busy bend to gauge interest in using the parklet.

10. Report from Economic Development Manager Casey Hagerty

Economic Development Manager Hagerty informed the Authority that she and Administrator Cashell will be meeting with their consultants next week to coordinate a date for a public hearing related to the downtown study. At this hearing, the consultants will present their draft recommendations. Additionally, she informed the Authority that the New Boston Street Opportunity Analysis was presented to the City Council on March 3, 2026.

11. Report from WRA Administrator John Cashell

WRA Administrator Cashell informed the Authority that Samantha Stone is working with public school personnel to have students come in and assist the with projects around the city. Administrator Cashell suggested that a downtown clean up event would be a good project and also suggested the idea of an anti-littering campaign due to on-going litter in the city center.

12. New/Other Business

No new/other business.

13. Any other matter that may legally come before the Authority

No other matter legally came before the Authority.

14. Adjournment

The Authority scheduled their next meeting on March 25, 2026 at 4:00 P.M. in the Lower Conference Room.

APPROVED

MOTION to adjourn the March 4, 2026 meeting made by Mr. McElhiney; seconded by Mr. Olander.

All members in favor; MOTION passed 4-0.

Meeting adjourned at 5:38 P.M.

Respectfully submitted,

Matt Littleton

Matt Littleton
Assistant Planner

APPROVED