

**CITY OF WOBURN
AUGUST 20, 2024 – 7:00 P.M.
REGULAR MEETING OF THE CITY COUNCIL
COUNCIL CHAMBER, WOBURN CITY HALL**

Roll Call

Campbell	Mercer-Bruen
Demers	Pappalardo
DiMambro	Toro
Ferullo	Viola

Dillon

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

MAYOR'S COMMUNICATIONS:

ORDERED That the Mayor is authorized to accept full custody, control, and title of the Wyman School property, located at 679 Main Street, and as further described in a deed recorded in Middlesex Registry of Deeds at Book 2137, Page 591, from the Woburn School Department.

Per request of the Mayor

ORDERED That \$30,000,000 is appropriated to pay the costs of reconstruction, equipping and furnishing Fire Stations 4 and 5, including the payment of all costs incidental and related thereto,; that to meet this appropriation, the Treasurer with the approval of the Mayor is authorized to borrow said amount under Chapter 44, Section 7(1) of the General Laws as amended or any other enabling authority, and to issue bonds or notes of the City therefor; that no amounts appropriated by this order shall be expended for land acquisition costs, and that the Mayor is authorized to take any other action necessary to carry out this project.

Per request of the Mayor

ORDERED That the sum of \$850,000 be and is hereby transferred as so stated:

From: Stabilization Fund	\$850,000
Acct# 704059-596100	

To: Various Capital Projects \$850,000
See Attached Breakdown
FY 2025 School Capital Budget

I hereby recommend the above: s/Michael P. Concannon, Mayor
I have reviewed the above: s/Charles E. Doherty, City Auditor

NEW PETITIONS:

Petition by Manganaro Northeast, LLC, c/o Kenny Gill, President, 52 Cummings Drive, Woburn, Massachusetts 01801, for a special permit under Section 5.1(57b), of the 1985 Woburn Zoning Ordinances, as amended, to allow for accessory overnight parking of four (4) commercial vehicles, at 11 State Street.

Petition by Bond Brothers, Inc. for a special permit under Section 5.1(57a), Section 5.1(57b), and Section 7.3, of the 1985 Woburn Zoning Ordinances, as amended, to allow for: 1. Petitioner’s administrative offices and training center; 2. interior and exterior accessory storage of construction equipment, materials, and support equipment; 3. accessory repair of Petitioner’s vehicles and equipment; 4. storage of ten (10) 8 x 20 Conex box style storage containers for storage of tools to be use on job sites; 5. storage of six (6) 8 x 20 Conex box style storage containers for storage of pipes, fittings, and similar materials; 6. overnight storage of commercial vehicles; 7. continued use of nonconforming structures and parking; and 8. continued use of nonconforming property at 22 North Maple Street R for parking of commercial vehicles and storage of equipment, at 22 North Maple Street A and 22 North Maple Street R.

On the petition by Cabot, Cabot & Forbes LLC, request for minor modification to Special Permit dated January 4, 2022 as extended by Notice of Extension of Special Permit dated June 30, 2023 to update the site plans of record to plans dated August 15, 2024, at 0 New Boston Street, a communication dated August 16, 2024, was received from Attorney Joseph R. Tarby, III, Rubin and Rudman LLP, 500 Unicorn Park Drive, Suite 502, Woburn, Massachusetts 01801 as follows:

Re: Request for Minor Modification to Landowner’s Decision and Notice of Special Permit dated January 4, 2022 as extended by Notice of Extension of Special Permit dated June 30, 2023/Cabot, Cabot & Forbes LLC, 0 New Boston Street, Woburn, Massachusetts (the “Decision”)

Dear Ms. Higgins:

Please be advised that I represent Cabot, Cabot & Forbes LLC in connection with the above-referenced matter. On behalf of my client I respectfully request that the Site Plan of record referenced in the Decision be replaced with the plan filed with this request entitled “Erosion Control Plan” dated September 2, 2021; revised November 26, 2021; revised August 15, 2024 Sheet C-101; “Layout & Materials Plan” dated September 2, 2021; revised November 26, 2021; revised August 15, 2024 Sheet C-102; “Grading & Drainage Plan” dated September 2, 2021; revised November 26, 2021; revised August 15, 2024 Sheet C-103; “Utility Plan” dated September 2, 2021; revised November 26, 2021; revised August 15, 2024 Sheet C-104; “Fire Truck Turning Plan” dated September 2, 2021; revised November 26, 2021; revised August 15, 2024 Sheet C-106; “Average Grade Plan” dated September 2, 2021; revised November 26, 2021; revised August 15, 2024 Sheet C-107; and “BMP Locations Plan” dated September 2, 2021; revised November 26, 2021; revised August 15, 2024 Sheet C-BMP; prepared by Allen & Major Associates, Inc. 100 Commerce Way, Suite 5, Woburn, MA 01801 (the “Revised Plan”). I have included herewith ten (10) 11” x 17” copies of the Revised Plan as well as two (2) full-size copies.

The following is a summary of the minor revisions to the Site Plan prepared by Allen & Major Associates:

Erosion Control Plan (C-101)

1. Silt sack locations updated to align with new catch basin locations.

Layout & Materials Plan (C-102)

1. Total proposed lot area reduced from 534,372 SF (approved) to 529,316 SF (proposed) per the Taking (Parcel T-1).
2. FAR reduced from 0.43 (approved) to 0.41 (proposed).
3. Density (units/acre) increased from 20 (approved) to 21 (proposed).
4. Front yard setback increased from 94.3' (approved) to 94.5' (proposed).
5. Side yard setback reduced from 22.5' (approved) to 22' (proposed).
6. Open space reduced from 85% (approved) to 82% (proposed).
7. Retail space reduced from 2,125 SF (approved) to 2,000 SF (proposed)
8. Total surface parking spaces reduced from 14 (approved) to 10 (proposed). Total structured parking spaces increased from 360 (approved) to 364 (proposed). Total spaces required and provided have not changed.
9. Surface parking relocated northeast outside Eversource Easement.
10. Hardscape in front of building adjusted to accommodate new parking/loading configuration.
11. Dog park relocated east outside Eversource Easement.

Grading & Drainage Plan (C-103)

1. Stormwater management system updated to relocate all drainage improvements outside Eversource Easement. Discharge points off the site remain unchanged. System continues to meet DEP Stormwater Standards.
2. Removed gravel wetland BMP from design.
3. New underground chambers proposed to manage stormwater.

Utility Plan (C-104)

1. Gas removed from design.
2. Waterline rerouted around building outside Eversource Easement.

3. Four (4) EV charging stations now proposed outside the building.

Fire Truck Turning Plan (C-106)

1. Updated to reflect new hydrant, FDC, and parking/loading locations. Approval from Woburn Fire Department is attached.

Average Grade Plan (C-107)

1. Average grade calculation updated to include the average ground elevation around the exterior walls of the building, determined without regard to the attached parking structure. The average grade increased from 84.00 (approved) to 85.96 (proposed).

Detail Sheets

1. Six (6) additional detail sheets have been added to include manufacturer details for the underground chambers. This number will likely double if/when we convert our sheets back down to 24x36.

BMP Location Plan (C-BMP)

1. Updated to reflect new stormwater management system

Section 11.12 of the 1985 City of Woburn Zoning Ordinance entitled Modification of Special Permits defines a “Minor Modification” as follows:

A Minor Modification is one which will result in insignificant changes to the project. The following changes are examples of revisions that may be deemed to be Minor Modifications by the SPGA for purposes of this section (this list is not intended to be inclusive):

1. Minor adjustments in the location of buildings.
2. Minor adjustments to parking, landscaping or other site details that do not affect the overall buildout of the site
3. Reductions of less than five percent (5%) in the amount of landscaped usable open space.
4. Minor adjustments that do not affect the number of housing units.
5. Minor adjustments that do not materially affect any housing units set aside as affordable housing units.
6. Minor adjustments to interior building floor plans that do not increase the number of required parking spaces.
7. Minor adjustments to approved façade plans and building elevations.
8. Minor adjustments to underground utility infrastructure.

The revisions shown on the Revised Plan and set forth in the Summary are minor adjustments to the Site Plan that do not affect the overall buildout of the site.

On behalf of my client I respectfully request that the City Council approve the above requested revisions to the Revised Plan as a minor modification. If you need any additional information please contact me. Thank you.

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

PUBLIC HEARINGS:

On the petition by Hannaford & Dumas Corporation, 26 Conn Street, Woburn, Massachusetts 01801, for a special permit pursuant to Section 5.1(40ab); Section 5.1 (42); Section 5.1 (57b); Section 7.3; Section 8.2.5, and Section 15, of the 1985 Woburn Zoning Ordinances, as amended, to allow construction of a two (2) story addition approximately 6,960 square feet of additional gross floor area, with overnight parking of one (1) box truck with a reduction of parking, at 24-26 Conn Street.

On the petition by 25 Everett Street Realty Trust, 0 Walnut Street, Woburn, Massachusetts 01801, for a special permit under Sections 5.1(5), and 8.3.3, of the 1985 Woburn Zoning Ordinances, as amended, to allow for: 1. The construction of a mixed use building consisting of commercial space and eight residential units above; and 2. Use of municipal parking facilities to meet parking requirements, at 0 Walnut Street.

On the petition by 335 Washington Street Holdings LLC, 304 Cambridge Road, Suite 520, Woburn, Massachusetts 01801, for a special permit under Section 5.1(69) and Section 7.3, of the 1985 Woburn Zoning Ordinances, as amended, as well as modification of previously issued special permits dated January 12, 2011, June 9, 2016, and September 2, 2021, for a preexisting nonconforming use and to allow for Child Care Center in approximately 8,500 net square feet, at 335 Washington Street. PUBLIC HEARING OPENED: A communication dated August 14, 2024, was received from John Cashell, Planning Director, as follows:

RE: PLANNING DEPARTMENT COMMENTS ON TWO SPECIAL PERMIT APPLICATIONS FOR PROPERTY LOCATED AT 335 WASHINGTON STREET,
RE: PROPOSED DAYCARE

Dear President Dillon and Members of the City Council:

The Planning Department has completed its review of the above-referenced Special Permit application, which in accordance with Sections 5.1(69) (Child Care Center) and 7.3 of the Woburn Zoning Ordinance (WZO), call to amend and modify the following previously granted Special Permits for the subject locus: (i) Landowner’s Decision and Notice of Special Permit dated January 12, 2011, (ii) as modified by Landowner’s Decision and Notice of Special Permit dated June 9, 2016, (iii) as further modified by Landowner’s Decision and Special Permit dated September 2, 2021 (collectively, the “Decision”), which Decision allowed for the alteration of the pre-existing non-conforming use and structure containing approximately 53,326 sf of gross floor area to allow for: (1) a retail store (ethnic food market) in Unit 2 consisting of approximately 14,440 sf of net floor area, and (2) two provide for 232 parking spaces, all as shown on the site plan filed with the Petition.

Further, the Petitioner seeks an additional modification of the Decision to allow for a Child Care Center (use is allowed by-right) in approx.. 8,500 net sf +/- . The use of the property as a shopping center is nonconforming. The structure is nonconforming as a result of its existing eleven (11%) percent landscape useable open space.

As to the nature of the above-cited Petition and the proposed Site Plan submitted with the application, staff offers the following comments:

- 1) The submitted Site Plan is entitled: 335 Washington Street, Located in Woburn, Mass, prepared for JAM Cambridge Ventures, LLC, 304 Cambridge Road, Woburn, Massachusetts 01801, prepared by Michael J. Juliano, PLS. Eaglebrook Engineering and Survey, LLC, 491 Maple Street, Suite 304, Danvers, Mass, 01923, dated 7 AUG 2024 (no revision date) , consisting of Site Plan, Sheet C-1 and Notes 1 - 8. (hereinafter referred to as the Plan).
- 2) The proposed daycare use, to be located within the footprint of the long-standing, multi-commercial use building at 335 Washington St., is in keeping with the allowed and existing uses within the vicinity of the subject O-P zoning district.
- 3) Planning Dept. staff agrees with the findings included in the submitted Traffic Study entitled: Transportation Impact Assessment Proposed Daycare Development, 335 Washington Street, Woburn, MA, Prepared for: Martignetti Real Estate, 304 Cambridge Rd., Suite 520, Woburn, MA, dated July 2024, and for the Council to consider including in their conditions of approval the Study's recommended site improvements, as cited on page 2 of the Executive Summary. The proposed use calls for modifications to the existing parking lot and onsite travel lanes, including the closing-off of the existing travel lane on the east side of the building, and transforming said travel lanes into a playground associated with the subject daycare use. The City Council may want to inquire with the Fire Dept., relative to any concern said dept. may have with the subject lane closure.
- 4) Health and safety issues involving this project can be verified, via the review and recommendation of the Fire Dept. and BOH.
- 5) Exterior lighting (i.e., a photometric) plan was not included in the Plan; the Council may want to make sure that any proposed exterior lighting for this project is night sky compliant and that associated lumens, to the extent possible, do not migrate off the site.
- 6) With no additional building ground coverage nor pavement surface being created, submission of a stormwater report as part of this application is not warranted. Note: the City Council may still want to receive input from the City Eng. Dept. as to any existing stormwater runoff issues that need to be addressed as part of this submission.
- 7) Existing parcel topography is provided on the Plan, and this development does not call for any finish grade changes than what presently exist.

If members of the City Council have any questions or concerns regarding the foregoing, please feel free to contact me.

Respectfully Submitted, s/John Cashell, Planning Director/Woburn Redevelopment Authority Administrator

On the petition by Costigan Realty LLC, 24 Burt Road, Wilmington, Massachusetts 01867, for a special permit under Section 5.1(44), Section 5.1(45), and Section 15.6(C), of the 1985 Woburn Zoning Ordinances, as amended, to allow for: 1. the sale of used automobiles; and 2. Automobile detail shop in connection with auto sales, at 7 Harrison Avenue, and related transfer of Second Class Motor Vehicles Sales Licenses for E&C Auto Brokers LLC from 505 Main Street. PUBLIC HEARING OPENED: A communication dated August 1, 2024, was received from John Cashell, Planning Director, as follows:

RE: 7 Harrison Ave. Special Permit Petition for Sale of Used Automobiles and Automobile detail Shop in Connection with Auto Sales.

Dear President Dillon and Members of the City Council:

The above-cited proposed use of the commercially established premises at 7 Harrison Ave. is similar, if not the same, as the previous use. As such, the proposed use should prove a good commercial use of the property, especially taking into consideration that the new owner of the subject premises has been in business, successfully, for a number of years and this new location meets his expanding business needs. The only thing I would like to comment on involves:

- 1) The application should include plans of the property, detailing adequate parking for the proposed number of vehicles for sale, as well as parking spaces needed for onsite employees.
- 2) Existing landscaping of the property can be considered sparse, at best, meaning the Council may want to require of the owner/applicant to commit to planting additional landscaping?

In closing, if Council members would like additional information provided by this author concerning this Special Permit please feel free to contact me.

Sincerely, s/John Cashell

On the petition by Campbell & Main Street LLC, 42 Puffer Lane, Sudbury, Massachusetts 01776, for a special permit under Section 5.1.5, Section 8.3.3, and Section 12.2, of the 1985 Woburn Zoning Ordinances, as amended, to allow for: 1. six residential dwelling units above the first story in a commercial structure; and 2. parking within the municipal parking

lot, at 477 Main Street. PUBLIC HEARING OPENED: A communication dated August 14, 2024, was received from John Cashell, Planning Director, as follows:

RE: Planning Department Comments on the Special Permit Application for 477 Main St. (A.K.A. The Dome).

Dear President Dillon and Members of the City Council:

The Planning Department has reviewed the above-referenced Special Permit application filed pursuant to Sections 5.1(5), 8.3(3) and 12.2 of the Woburn Zoning Ordinance (WZO) to allow the construction of a new mixed (commercial-residential) use building, consisting of six (2 bdrm/2 ba) residential units above 660 sf of storefront commercial space, with 9 ground level tandem parking spaces exclusive to compact vehicles. The subject property is zoned Downtown Business (B-D), which allows for this proposed use, via a Special Permit issued by the City Council.

In regard to the proposed use, and as the Planning Dept. recently provided comments concerning the Walnut St mixed (residential-commercial) use, from a planning and development perspective, the redevelopment of the subject property is considered by many as long overdue, with the proposed development representing a logical and best reuse of the property. For the new use will increase much needed housing units in downtown, together with increasing foot-traffic/storefront activity for this area of the City. Essentially, both proposed uses, housed in a new building will replace what has become a longstanding eyesore property in downtown.

Relative to the aforementioned density, Council members may find the project too dense for such a small parcel, especially taking into consideration the tandem parking spaces exclusive to compact cars? Please note, a newly proposed redesign of the vehicular ingress/egress to the building's parking area is now planned exclusively for Campbell St., with no vehicular access proposed for Salem St.

Also in regard to the above parking issue, Council members may want to deliberate on what density may be too much for a site, i.e., before a new use outweighs the benefits of replacing a blighted, woefully unproductive site? Or, for instance, can a compromise on density be achieved? I would like to offer that a compromise is always more preferable for a proposed good use of a blighted site, but a compromise that does not jeopardize the financial feasibility of such a use nor create adverse conditions upon the surrounding properties. After all, the overall goal for the City is to continue improving downtown's chances to succeed, i.e., become more vibrant and a more vital part of our community. This is, as opposed to approving no compromise and our downtown becoming stagnant and aesthetically lacking. In essence, mixed residential-commercial use developments should be encouraged for Woburn's Downtown, for such developments increase foot traffic, as well as business opportunities... all of which make for a more vibrant and successful Downtown area of our City.

In regard to the affordable housing component for this project, per §11.11 of the ZO, 15% of the total number of units being 6, calls for 1 affordable unit to be provided, per §11.11.4.

Other than the above-cited issues regarding this proposed mixed-use development, the following input is offered concerning the Site Plan and associated materials/documents/plans:

- 1) The submitted Site Plan is entitled: Site Plan of Land 477 Main Street, Woburn, MA (Middlesex County), prepared by Medford Engineering & Survey, Angelo B. Veneziano Associates, 15 Hall St., Medford, MA 02155, consisting of Sheets 1 & 2, dated: JUL 15, 2022, revision date, JUL 11, 2024; both sheets are signed and stamped by the respective Professional Eng., and Licensed Surveyor. Also submitted separately with this application are Elevation and Layout Plans entitled: 477 Main St., prepared by CONTEXT, a Collaborative Design Workshop, consisting of Sheets A-11, A-12 (2 sheets) A-20 and A-21, dated JUL 8, 2024 (hereinafter referred to as the Plan).
- 2) The proposed 100% building lot coverage has recently been modified, so that a safe-sight distance is achieved for traffic-goers taking a left-turn from Salem St., southbound onto Main St. With this redesign, the front of the property, i.e., facing Main St., may accommodate landscaping -- minimal as it may have to be for said safe sight distance to be maintained. Note: earlier in the review of the proposed building there was a question in regard to whether the proposed building was 4 stories or 3 stories in-height? After discussing this issue with Building Commissioner Quinn, the proposed building is considered 3-stories. The foregoing dimensional provisions can be further validated, via Bldg. Commissioner Tom Quinn's review and input for this application.
- 3) Health and safety issues involving this project can be verified, via the review and recommendation of the Fire Dept. and BOH, and in particular regard to the proposed interior location of the dumpster.
- 4) Exterior lighting (i.e., a photometric) plan is not included in the Plan; the Council may want to make sure that any proposed exterior lighting for this project is night sky compliant and that associated lumens, to the extent possible, do not migrate off the site.
- 5) Although the submitted Plan includes depiction of subgrade stormwater retention, no stormwater management report was submitted with this application. The Engineering Dept. should provide review and comments concerning this aspect of the project.
- 6) Existing parcel topography is provided on the Plan, and this development does not call for any finish grade changes than what presently exist.

If members of the City Council have any questions or concerns regarding the foregoing, please feel free to contact me.

Respectfully Submitted, s/John Cashell, Planning Director/Woburn Redevelopment Authority Administrator

A communication dated August 9, 2024, was received from Greg Rheaume, Assistant City Engineer, as follows:

Subject: 477 Main Street Mixed Use Development

This office is in receipt of a special permit application and accompanying site and building plans. The site plan is titled SITE PLAN OF LAND , 477 MAIN STREET, WOBURN,MA., (MIDDLESEX COUNTY), prepared by Medford Engineering & Survey, Angelo Veneziano Associates, dated July, 15, 2022, last revised 6.09.2022 and offer the following comments.

GENERAL

The proposal is to demolish the existing closed historic gas station at the intersection of Main, Salem and Campbell Streets and construct a 4 story mixed use building. The zoning district at this intersection is Downtown Business (B-D) with a maximum of 3 stories allowed. The proposed building meets all other dimensional requirements. The proposed building plans indicate that the first level will contain 1075 SF of commercial space and 9 stacked compact parking spaces. The second and third levels will contain 3 units each totaling 6 units. The fourth level is lofted spaces above the third level units along with decks on the fourth floor roof.

Section 6.2.4 of the Woburn Zoning code should be reviewed to ensure the proposed building meets this line of sight requirement.

PARKING

The proposed building uses will require 1 space /200 SF of retail space or 1 space /350 SF of office space and 2 spaces per residential unit. To insure that ample parking is provided for all uses, the required number of spaces will be 18. The Woburn zoning code allows for 30% of the required parking to be labeled compact spaces (30% of 18 = 7 spaces). The proposed stacked parking shows 9 compact spaces, 2 of these spaces need to be modified to be standard size (9'x18') and would most likely be provided in the adjacent municipal lot. The project parking demand will generate the requirement for an accessible parking space. The parking breakdown will be 6 compact spaces and 1 accessible space under the proposed building, 11 standard spaces in the municipal lot. Vehicles exiting the proposed building should exit only onto Campbell Street. The traffic volume on Salem Street is such that an exit from the proposed building will potentially create a safety issue.

UTILITIES

Water

The site plan shows the existing water service to the existing building. The applicant will need to have separate fire protection and domestic water lines sized for this project and approved by the Woburn water department. A fire flow test may be require to insure adequate water pressure for upper levels of the building.

Sewer

The site plan shows the existing sewer service to the existing building. The superintendent of public works will determine if this line is adequate for the proposed uses. Proper horizontal separation is required between the sewer and water service lines to the building.

Drainage

The application contains a concept drainage plan which shows 28 leaching chambers to be installed under the bottom floor of the proposed building. The prior use of the site being a gas station, there is a potential for having contaminated soil on site. The applicant should supply documentation that the site has been abated of any contamination in the soil under the location of the proposed chambers. Storm water runoff calculation will be required to verify the size of the proposed system. With the leaching system constructed under the building floor, there will be no opportunity for any maintenance or repair should a failure of the system occur.

s/Greg Rheume, Assistant City Engineer

On the petition by 317 NB Development, LLC, by its Attorneys, Rubin and Rudman LLP, 500 Unicorn Park Drive, Woburn, Massachusetts 01801, for a proposed zoning amendment to Section 5.2.1.4, of the 1985 Woburn Zoning Ordinances, as amended, by adding the following sentence to the end of said section: “Notwithstanding the foregoing, the reconfiguration of the New Boston Street Bridge and the associated permanent easements by the City of Woburn created access to abutting lots by so called ‘common driveways’ or access easements and said lots and their access thereto are to be deemed conforming for purposes of legal frontage and legal access.”

On the petition by Woburn Madison Holdings, LLC, by its Attorneys, Rubin and Rudman LLP, 500 Unicorn Park Drive, Woburn, Massachusetts 01801, for proposed zoning amendments, of the 1985 Woburn Zoning Ordinances, as amended, as follows: 1. Amend the definition of Mixed Use Hotel/Restaurant in Section 2 by inserting after “one” on the second line with “or more contiguous.” In addition, amend “lot” on the second line to “lots; and 2. Amend Section 6 Dimensional Regulations, Footnotes to 6.1.6 Table of Dimensional Regulations by adding the following footnote 6 (iii): “(iii) Woburn Landing i.e., the parcel of land located at 369 Washington Street containing a Mixed Use Hotel/Restaurant Use.”

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS: None.

COMMITTEE REPORTS:

ORDINANCES, CHARTER AND RULES:

On the order to amend Woburn Municipal Code § 2-174 Rates of service for City Ambulance services, a committee report was received “ought to pass”.

On the order to amend Title 2, Administration and Personnel, XXXIV Engineering Department, a committee report was received “ought to pass”.

SPECIAL PERMITS:

On the petition by CCF New Boston Property Company LLC, 185 Dartmouth Street, Suite 402 Boston, Massachusetts 02116, for minor modification to Special Permit dated December 26, 2023 to update the site plans of record to plans dated July 31, 2024, at 216 New Boston Street, a committee report was received “ought to pass” conditioned upon “receipt of email correspondence from Jay Duran and Jay Corey regarding the utilities for the site.”

CITIZEN’S PARTICIPATION: None.

COMMUNICATIONS AND REPORTS:

A communication dated August 8, 2024, was received from Charles O’Connor, Parking Clerk, Police Headquarters, 25 Harrison Avenue as follows:

Council Members,

In accordance with Massachusetts General Laws Chapter 90, Section 20½, I am submitting the following parking ticket report. Figures cited below are for the Month of January 2024 to July 2024: Number of Violations Issued 645, Numbers of Violations Paid 295, Number of Violations Outstanding 322, Amount collected and submitted to Collectors Office \$16,619.80, Parking fines referred to the Handicap Commission \$10,200.00.

There is a backlog of 1573 tickets dating from January 2004 to December 2020. A 21 day late notice is sent to vehicle owners who have not paid the fine. After 28 days, if the fine still has not been paid, that information is forwarded to the Registry of Motor Vehicles for administrative action.

Respectfully Submitted, s/Charles O'Connor, Parking Clerk

APPOINTMENTS AND ELECTIONS:

A communication dated August 15, 2024 was received from His Honor the Mayor Michael P. Concannon as follows:

Dear Ms. Higgins:

By the power vested in me as Mayor of the City of Woburn, I hereby nominate Susan Cashell of 173 Lexington Street, Woburn, Massachusetts, to the Woburn Housing Authority, which term shall expire March 21, 2028. This nomination is subject to confirmation by the Woburn City Council.

Respectfully, s/Michael P. Concannon, Mayor

MOTIONS, ORDERS AND RESOLUTIONS: None.

Motion made and 2nd to ADJOURN.