



# TOWN OF TYNGSBOROUGH

Office of the Town Manager

Town Offices

25 Bryant Lane

Tyngsborough, MA 01879

Tel: (978) 649-2314 | Fax: (978) 649-2320

March 11, 2024

## Town Manager's Report

Dear Board Members:

I am pleased to report the following updates from Town Hall and throughout Town:

- Last week, we were notified that the Sewer Commission will receive \$480,000 from the FY24 Congressional House Spending Package for an expansive sewer capacity project.
- The design work on the partial demolition, exterior envelope restoration, and relocation of the original Winslow School is moving along. We saw preliminary schematic plans last week and are working on narrowing down the remaining site specifications to accommodate the vote of Town Meeting in May which was to bring the building down to grade by moving it closer to Winslow Road. I expect to have a more formal update for the Board at their last meeting in March or early April.
- The Town Center project is moving along. The observation deck was installed last week and site work will continue this week. We also got the new plans from Tighe and Bond on the foundations for the pedestrian bridge and we're working now to get on the subcontractor's schedule for the installation of the foundations. Simultaneously, we're working with MassDOT to take control of that parcel of land. We have several maintenance agreements for the site but in order to get the bridge installed, MassDOT has insisted we take responsibility for the parcel. We'll likely be before the Board sometime in April to get its approval of that agreement.
- We're wrapping up the public safety communications upgrade project. We had to pivot last month as it related to the placement of new microwave equipment but we're thankful to the Town of Westford and Town of Dracut for helping us co-locate equipment for this project that will be utilized by all three Towns. I expect to close out this project by the end of the month. The project will be complete on budget.
- The Tyngsborough Highway Department, Board of Health, and Sustainability Committee will host the 17<sup>th</sup> Annual Town-Wide Clean Up this year during the month of April. Supplies are available now at the Town Hall and at the Highway Garage. The program is simple, gather as many or as few friends as you'd like, pick an area of Town, pick up trash and leave it in the bright yellow bags we provide. When you're done, tie the bags up and leave them on the curb. The Tyngsborough Highway Department will pick them up throughout the month as they see them. Learn more and see a list of suggested clean up areas at [tyngsboroughma.gov](https://tyngsboroughma.gov).
- Thank you to all of our poll-workers and of course Town Clerk Joanne Shifres for the hard work to make the presidential primary election last week happen. Many of the poll workers work 14 hours days and I know Town Clerk Shifres was at Town Hall until after midnight preparing the results.
- Bids for the Bicentennial Field Irrigation Project will be available on Wednesday. As this Board is aware, this is our second attempt at getting this project awarded following substantially higher than anticipated bids last time around. Over the last few months, we've worked with our designer to value engineer the project in an effort to reduce the costs. Bids are due on April 3, 2024.
- A reminder that this Board will convene a Tri-Board Meeting on April 8, 2024 at 6:00 PM here at Town Hall. Senator Ed Kennedy and Representative Colleen Garry will be in attendance.





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## Assistant Town Manager's Report

- The Winslow School hazardous material abatement began today and is expected to last a month. The contractor has erected a fence around the construction zone to contain the work. The Littlefield Library will remain accessible to the public. Additionally, last week the underground storage tank was removed.
- A Request for Proposals was released for Assessors Consulting Services, with proposals due March 20, 2024. This service is procured for a three-year period.
- The Town has applied for an AARP Livable Communities Grant to fund ADA accessible and/or age-friendly benches and picnic tables at the crypt. In addition, we also applied for historical markers and interpretive signs that will feature murals highlighting the Town's rich history along the accessible ramp leading to and around the crypt. The goal of this grant application is to create a vibrant public space and educate residents on the area's history.
- A Request for Designer Services was issued last month for the design of the new pavilion at the new Sherburne Ave Recreation Center across from the Toll Brothers Property. The project was awarded to Robert Hannon Architecture who met the criteria outlined in the RFS. They will be responsible for preparing the design, construction documents and estimates for us to issue a bid for construction.
- Staff are working with the engineering firm, KNA, who is preparing the design, construction estimates and bid documents for Phase 1 of the Sherburne Ave Rec Center project. A draft plan was sent last week for the Town to review. Staff plan to convene a meeting with the Sherburne Ave Open Space Visioning Committee sometime in April to provide an update on where we are with the project.
- Staff are meeting with the contractor awarded the Police Station Parking Lot Project for a site walk this Wednesday, and to schedule a date to begin construction of the new parking lot.

Regards,

Colin Loiselle  
Town Manager

Katharine Foster  
Assistant Town Manager

