



TOWN OF TYNGSBOROUGH

Office of the Town Manager

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

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

October 20, 2025

Town Manager's Report

Dear Board Members:

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

General Updates

- I am excited to share that we've created an interactive tracking sheet for the Select Board's FY26 goals. Residents can find a link to the tracker by visiting the Select Board's page or the Town Manager's page on tyngsboroughma.gov. The tracker comes directly from the Board's adopted goals and is broken into quarters so that the Board and the community can see when we expect to focus on each individual goal.
- Last week, we were notified by the Executive Office of Veterans Affairs for the Commonwealth that they had approved our request to create a regional Veterans District with the Town of Dracut. Over the summer, the Select Board authorized the submission of a district application & as I shared at that time, we've been providing VSO services for Dracut for several months now. The next steps are to finalize an IMA with Dracut which will outline the specifics. At a high level, Tyngsborough will serve as the lead community, we'll operate largely out of Town Hall here in Tyngsborough with office hours in Dracut, and we'll split the cost of hiring a full-time admin to support the district. This will be a budget neutral change for Tyngsborough but will provide added support for our operations here as well as continuity for both communities. Our VSO Chris Dery has been leading the work to make this happen and I thank him for the work.
- On a similar front, I had shared previously that Dunstable was interested in having Tyngsborough provide ambulance service for their Town. Chief Russell and I have met with their Town Administrator and their Fire Chief to review the call data and talk about what might work. They do an average of three transports per week which is far less than what we are doing here in Tyngsborough. From the outset, we knew that to make it work we'd need to have a fifth firefighter on each shift. Right now our budget only contemplates that position being filled during the day. If this was to advance, Dunstable would be responsible for the funding to staff a 5th FF on each shift. This would greatly benefit Tyngsborough by adding to our staffing. Dunstable has advanced those conversations and is expected to seek Town Meeting authorization for the funding necessary in November. In the meantime, Chief Russell and I will be meeting with the Firefighters Union to discuss in more detail. We'll also need to meet with the dispatch union and will want to touch base with the Police as a courtesy. I expect to have a firmer update about these early conversations at your meeting in November.
- I wanted to take a minute to acknowledge the great work being done by our Town Clerk Jessica Brunelle and Assistant Town Clerk Carol Saulnier. Late last week I was sent a





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screenshot of a post online complimenting the experience that a resident had with the Clerk's Office. I know this Board knows but since Jessica's election last year, her and Carol have been hard at work implementing efficiencies, increasing resident involvement in the elections process, and working to clean up old cemetery records. We get compliments all the time about the work they're doing but I wanted to give them a shoutout tonight.

Grants

- I am happy to share that as we start Quarter 2 of the fiscal year, Town staff have already been awarded \$725,000 in grants from state and federal agencies. These grant funds include grants for our regional public health program, traffic safety, capital upgrades on school buildings secured by Senator Kennedy from our capital plan before his passing, and much more.

Staffing

- This week we'll conduct final round interviews for police officer candidates. This hiring process will replace officer Bryan Carter who left the department to move down south. We interviewed fifteen candidates and the final round this week has three finalists - two of whom are already certified police officers and one of which has a military background. Both of these backgrounds are excellent for the position. I am hopeful that I'll be announcing an appointment at your next meeting.

Reminders/Upcoming Events

- The Health Department will host a Vaccine Clinic here at Town Hall on Tuesday, October 21, 2025 from 11 AM to 2 PM. Residents should pre-register by visiting tyngsboroughma.gov or calling the Health Department at 978-649-2300 x118.
- The Sustainability Committee, the Tyngsborough Public Library, and the Tyngsborough Dunstable Rotary will host a Repair Cafe on Saturday, October 25, 2025 from 11 AM to 2 PM at the Beehive at 2 Bridgeview Circle. Volunteers will help you repair your electronics, clothing, jewelry, bicycles, lamps, sewing machines and much more.
- Trick or Treat in Tyngsborough will take place as it always does on Halloween which is Friday, October 31, 2025 from 6 PM to 8 PM. The Police Department will put out a community advisory as they always do with important safety reminders for trick or treaters but also for motorists. Hopefully the weather is cooperative.
- Zero Waste Day will take place on November 1, 2025 from 9 AM to 12 PM at the Tyngsborough Elementary School.
- A reminder that Town Hall and the Tyngsborough Public Library will open late on November 19, 2025 to accommodate our annual all-staff training. Town Hall will open at 11 AM and the Tyngsborough Public Library will open at 11:30 AM. There is no schedule change for the Center for Active Living.
- The Tyngsborough Public Library is planning an Oral History Day on Saturday, February 21, 2026 from 10 AM to 1 PM at the Library to collect oral histories related to the





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Winslow School. They'll be releasing more details in the coming months but save the date. This Oral History of Winslow School project was funded by the Community Preservation Committee and approved by Town Meeting last fall.

Assistant Town Manager's Report

- I am excited to announce that in the last two weeks, we were able to award 2025 Road Improvements Projects, both Phase I and Phase II. Some work has already started last week and will continue this fall, with both projects resuming in the spring with expected completions by early summer 2026.
- Today through the Town Manager's Office, the Conservation Commission is seeking qualified environmental consulting firms to provide peer review services to the Commission. Bid documents are available on the Town Website and are due back by Wednesday, November 12 at 10:00 AM.
- At the Commission on Disability Meeting earlier this month, Chief Woods announced some website updates for the Police Department showcasing some fantastic programs the department is offering through its Community Engagement Portfolio. Some of the programs include the Car Seat Safety Program, where you can have your car seat inspected for free or qualify for a free car seat. The Safe Watch program is a voluntary initiative to safeguard residents who may be at risk of wandering, the Blue Envelope Program, designed to foster safer interactions with police especially for neurodiverse drivers. There are quite a few more programs that can be helpful to all members of the community, and I would encourage anybody interested to check out their revamped Programs page of tyngsboroughpd.com.

Regards,

Colin F. Loiselle
Town Manager

Sean M. Walsh
Assistant Town Manager

