



# TOWN OF TYNGSBOROUGH

Office of the Town Administrator

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

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

May 11, 2020

## Town Administrator's Report

Dear Board Members:

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

- The Emergency Management Group and all staff are working collaboratively on a phased-in reopening plan for Town Hall and all government buildings. The plans will be unique for each building, the population they serve, and the types of services they provide. The draft plan will be sent to the Board of Selectmen for feedback prior to being finalized and promoted publicly. The group is still conducting weekly meetings and updating staff and residents on important COVID-19 developments.
- **“The 440”** plaza is still planning to start construction/demolition near the end of May. The pandemic has created several delays but contracts are in place and the renovation of the plaza is set to continue.
- **2020 Block Party**- The Recreation Director, Alison Page, and her committee are awaiting for the Governor's next order regarding a phasing back to normal business, on or around May 18<sup>th</sup>. At that time, they will make a final decision about the Block Party. They welcome input from the Board of Selectmen on this great town event.
- **Stonehenge Inn Auction** – Sold at Auction on May 7<sup>th</sup> to an individual in the hospitality industry. The closing is expected to take place within 45 days. More details will be released as soon as possible.
- **The Town's Housing Choice Initiative designation application** was submitted today. With the residential units permitted in 2019, Tyngsborough's production between 2015-2019 equals a 5.66% increase from over our 2010 census #, making qualifying easier. This designation opens the Town up to significant grant funds. The town scored very high on two previous applications but was not awarded funding. Re-designation will allow the town to continue to apply for this competitive grant funding.
- **Annual Re-Appointments**- Our office has begun the process for positions on Boards and Committees expiring on June 30. All individuals who are currently serving on a board or commission and whose term is expiring have been notified that they must apply for re-appointment. Additionally, we have advertised on the Town's Website all positions that will be up for consideration to give members of the public who do not currently serve an opportunity to apply to serve. We anticipate that the Board of Selectmen will vote on appointments at its meeting on June 1, 2020.
- **16-20 Kendall Road** – Fran Glavin has progressed his plan set for the Tavern and is expecting to apply for Planning Board approval in the near future.





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- **160 Pawtucket Blvd** – Moving forward in design but the engineers have been behind on their work because of the Covid-19 pandemic.
- **Nature's Remedy** – PB approved the release of their construction bond. The state hasn't changed their position about recreational marijuana being non-essential, and the CCC hasn't scheduled the final inspection that they were hours away from completing in March.
- **ZBA Variance for Royalty Group** - After many continuances, adjustments and accommodations by the Board, they denied the application for a variance on the distance between establishments.
- **Community Composting Bylaw** - Sustainability Committee presented to Planning Board on May 7th. Some concerns were raised and the hearing was continued to May 21st.
- **Assisted Living Bylaw** - The PB has adjusted the size limitation for Independent Living from 1400 sq. ft. to 1200. The hearing was continued and Eric Salerno is working with the Fire Chief to get more granular data on how many calls were made to comparable facilities in other towns.
- **200 Business Park Drive** - PB approved a special permit for a 55k sq. ft. industrial building behind 100 Business Park Drive. We're looking forward to welcoming around 40 tech manufacturing jobs from Axenics. They currently have a very impressive facility in Nashua.
- **Belmont Estates Preliminary Subdivision Plan** Under Review- They have submitted two design plans - the first, official application was for a dead end road that would require a waiver of the Subdivision Rules and Regulations on road length. The second, in response to their first design is a lollipop design that is a loop.
- **Heritage Hill Bond Agreement** - The subdivision that formed Farmers Way has an updated Tripartite Agreement with the Planning Board through November of 2021. The PB released some of the funds for completed items on their bond worksheet. They've also asked their peer review engineering firm to participate in more site inspection visits.
- **168 Middlesex Rd.** - Special permit approved for Mami Luz's Cafe in Jay Patel's Bridgeview Plaza.
- **Master Plan Committee** - April meeting was skipped due to availability of NMCOG team members. Meetings resume on May 13.
- **MVP Report** is in the final review stage.
- **MVP Action Grant** is being drafted for technical assistance to perform an assessment on all culverts in Tyngsborough and to map other stormwater infrastructure. These planning initiatives will help guide future funding decisions and grant applications.





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### Assistant Town Administrator's Report

- Town Administration met with the Conservation Commission on April 28<sup>th</sup> to seek approval for tree removal and the construction of a fence between the FPMH and abutting property. The Conservation Commission approved this request.
- The First Parish Grounds Committee will be meeting next week to discuss the project schedule for the FPMH grounds project. This discussion will also include the selection of ornamental streetlights for the Town Center.
- The Middle School Building Committee gathered on May 6<sup>th</sup> to appoint a subcommittee to review responses for the Middle School Feasibility Study. An RFS will be released this Wednesday the 13<sup>th</sup>, with responses due back on May 2<sup>th</sup> at noon.
- Town Administration is putting together an application for the AARP Community Challenge Grant. As you may recall, the BoS recently voted to certify the Town of Tyngsborough as an AARP Age-Friendly Community as part of this process. If awarded, the grant would cover a minor redevelopment of the Vietnam Memorial park area.
- Representatives from Guardian Energy have been on site to develop a plan for the Town Hall HVAC project. We are hoping to get this work started and complete during the partial Town Hall closure if possible, with safety being a priority.

Regards,

Matthew J. Hanson

Town Administrator

