



## TOWN OF TYNGSBOROUGH

Office of the Town Administrator

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

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

February 22, 2021

### Town Administrator's Report

Dear Board Members:

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

- The Old Town Hall Park Project, which is funded by a grant that this Board formally accepted last meeting, will go out to bid on March 3, 2021. Bids are due back by March 17. We will ask the Board of Selectmen to award a contract on March 22 and all work will need to be completed within 45 days of contract award.
- The Annual Town Report process has officially begun. Departments and Boards must have their reports submitted to our office no later than March 2, 2021.
- The public comment period for the Town's Self-Evaluation & Transition Plan formally launched today. Town staff, committee members, and residents have two weeks to submit feedback on the report prior to this Board formally adopting it at their meeting on March 8. The Commission on Disability will hold a public hearing on March 8th, in advance of the Board of Selectmen meeting to formally present the plan.
- Phase 2 Sewer has officially hit substantial completion, with betterments postponed until the fall of 2021.
- The LGH COVID vaccination site is now open to all residents 75 years of age or older.

### Assistant Town Administrator's Report

- Bada Bloom! held a community outreach meeting on site at Old Tyng Road last Monday. We are currently assisting as they navigate the permitting process with the Planning Board.
- A pre-bid walkthrough was held for the Town Beach project on Wednesday, February 10<sup>th</sup>. Bids are due this upcoming Wednesday.
- Bids for the Bell Tower Repair Project will be coming in this Thursday.
- I attended a webinar for the 2021 Green Communities Program. We are currently reviewing possible upgrades to the TPD HVAC system as an upcoming project.
- The Capital Asset Management Committee will be holding its first meeting via zoom this Wednesday, Feb. 24<sup>th</sup> at 5:30pm to discuss the FY22 Capital Improvement Plan.

Regards,

Matthew J. Hanson  
Town Administrator

