



TOWN OF TYNGSBOROUGH

Office of the Town Administrator

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

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

August 2, 2021

Town Administrator's Report

Dear Board Members:

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

- Legislative bill (S. 2475) extended certain key pandemic policies including but not limited to:
 - Remote participation by all members in a public body through April 1, 2022.
 - Allows absentee ballots for anyone taking precautions related to COVID-19, through Dec. 15, 2021 •
 - Allows any eligible voter to vote early by mail for any regular or special municipal or state preliminary, primary or general election held on or before Dec. 15, 2021
 - Allows certain licensed establishments to sell alcoholic beverages for off premise consumption through March 1, 2022
 - Allows a city or town to approve a request for expansion of outdoor table service, through April 1, 2022
- 2 new call firefighters currently in the academy expected to graduate in November. The Fire Union is hosting a fundraiser on July 24, 2021 from 1-5pm at Shoreline on Long Pond.
- Merrimack Commons is waiting on occupancy for their last four units and then they will be fully sold and occupied.
- MJ's Market has submitted their application for a Special Permit and will have their first hearing in August. The Town's peer review engineer has identified that MJ's may have to apply to the ZBA for a lot size variance. Upon review, the combined parcels are a few thousand sq. ft. shy of the 2-acre minimum. The Toll Brother's hearing was continued to August as the Town works with the developer to ensure compliance with the affordable housing component of development. Toll brothers have also submitted their NOI to Conservation. Town officials met with the developer last week to look at options. Department heads attended a meeting to formally review the preliminary plans for a 600,000 sq. ft. industrial complex on Locust Ave/Middlesex Road behind Dream Diner. The Flint's Corner project is moving forward based on the original special permit with the housing units to be built first. The Planning Board approved the transfer of ownership for Nature's Remedy to Jushi Holdings. The Conservation Commission is continuing to review floodplain concerns and DEP comments regarding the proposed development at 160 Pawtucket Blvd.





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- The Mobil station on Westford Road is connecting to town sewer which is the reason for roadwork on Westford Road. That line will eventually become town property if other parcels along the route wish to connect.
- Household Hazardous Waste Day will take place on Saturday, August 28 at the Highway Department
- The Assessor's Office is finalizing a review of FY21 building permits to calculate FY22 assessments. Supplemental tax bills were just sent out. Exemption applications are currently available and starting to return to the office for processing.

Assistant Town Administrator's Report

- Town Administration is working with the Police Department to schedule an ALICE training at Town Hall. These trainings are designed to teach workplaces best practices for safety and security and how to respond to threats inside the building. We hosted one two years ago and had a fantastic turn out.
- Our office is working with the Engineering Department on the 2021 Roadway Improvement Project. We received the necessary pre-qualification from the Commonwealth last week and bids will be available on Wednesday. They will be due back to our office on August 20. We expect construction to commence by September.
- We are working with Guardian Energy on a project to install UVC lighting in our HVAC systems here in Town Hall and the Library. This project will address public health needs by killing contagious pathogens like COVID-19. It will also increase our energy efficiency because the UVC lights kill the biomass that typically builds up in the units which reduces the efficiency of the heat transfer and can force the fans in the units to work harder. This project comes at no cost to the tax payers as it is completely funded by CARES.

Regards,

Matthew J. Hanson
Town Administrator

Colin F. Loiselle
Assistant Town Administrator

