



TOWN OF TYNGSBOROUGH

Office of the Town Administrator

Town Offices

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September 14, 2020

Town Administrator's Report

Dear Board Members:

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

- A Tyngsborough Middle School Designer Briefing was held in early September. Our OPM, LeftField, hosted firms interested in executing the design and feasibility study for a potential future Middle School.
- The Cyber Incident Response Policy team held their first meeting. This group consists of Human Resources, IT, Town Administration, and our Public Safety departments.
- The FPMH Belltower Repair project went back out to bid last week. Responses are due by Thursday, September 24th, with work to commence this fall.
- Our Fire and Police Departments held a 9/11 Remembrance in our Town Center on Friday.
- We are continuing to seek volunteers to serve on multiple boards & committees. Colin worked with the Media Department to put together a promotional video last week to seek volunteers. There are currently vacancies on the Board of Health, the Commission on Disability, the Recreation Committee, and the Council on Aging.
- The local license renewal process has begun. Licensees were notified last week about the 2020 Renewal Timeline and will receive applications by mail in the next few weeks.
- Paving in the area of Beverly Road is scheduled to begin next week.

Assistant Town Administrator's Report

- Town Administration met with finish landscaping contractors for the FPMH Grounds project last week. Trees and shrubs are on order and will be in the ground before October. Curbwork is currently installed, and trenches have been dug for electrical.
- Members of Town Administration will be meeting with Mass DOT, NMCOG, and World Tech Engineering next week to discuss next steps for a potential TIP project in our Town Center. This would include sidewalk upgrades and pedestrian site lighting.
- Our team is putting together preliminary plans for the Veterans Walkway. We have walked the site with several contractors, and are working to finalize a scope of work to put out to bid this winter. Work is expected to be complete by Memorial Day.

Regards,

Matthew J. Hanson
Town Administrator

