



TOWN OF TYNGSBOROUGH

Office of the Town Administrator

Town Offices

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March 8, 2021

Town Administrator's Report

Dear Board Members:

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

- Fire Department staff have been asked to assist with the LGH Vaccine Clinic. The funding for the shifts is being 100% covered by federal assistance.
- The Dracut Water Supply District has submitted paperwork to apply for a special permit to concern 166 Frost Road into a water treatment facility.
- Sam Park, owner of 440 Middlesex, will attend the next Board of Selectmen meeting to discuss the status of his project and the timeline regarding his TIF agreement.
- A revised MUNIS implementation timeline has been established in conjunction with the new finance department and IT staff. A project update will be provided at an upcoming meeting. The Accounting and AP modules are still on-schedule for a soft roll out on April 1st.
- The Highway Department has completed an insulation and heating project in the vehicle wash bay. This project was accomplished within the existing operating budget by utilizing time and labor of existing staff.
- The Administration and Conservation departments are in the finalist stages of the Conservation Agent search process and a recommendation is expected at the Boards upcoming meeting.

Assistant Town Administrator's Report

- A working meeting for the Veteran's Walkway project is scheduled for this upcoming Friday the 12th. This will include input from the Historic Commission and CPC.
- Greenbridge Technologies held a public input session on the evening of March 1st. Our office has ensured appropriate paperwork has been filed in relation to their HCA.
- A preconstruction meeting for the Town Beach Restoration project has been scheduled for this upcoming Friday and will include input from our Town Engineer and Rec Dept.
- A followup meeting with the Mass Historic Commission has been scheduled to discuss potential additional funding for the rear roof of the Littlefield Library.

Regards,

Matthew J. Hanson
Town Administrator

