



TOWN OF TYNGSBOROUGH

Office of the Town Manager

Town Offices

25 Bryant's Lane

Tyngsborough, MA 01879

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

October 2, 2023

Town Manager's Report

Dear Board Members:

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

- Applications for the FY25 Senior Tax Work Off Program are now available in the Library, Council on Aging, the Assessor's Office, and our Office. They are due back to the Assessor's Office by November 2, 2023. As a reminder, participants can earn up to a \$1500 abatement on their real estate taxes for 115 hours of volunteer service to the Town.
- MassDOT notified the Town last week that they are moving forward with finalizing the surplus of and subsequent transfer of the land at 11 Indian Lane including the single-family home to the Affordable Housing Trust here in Tyngsborough. Town Planner Eric Salerno has been following up with MassDOT and we are hoping to get that transfer finalized in the next month or so. Town Counsel is engaged with MassDOT to ensure the process is done correctly.
- Following questions regarding the scope of work for the 180 Lakeview Ave abatement and the possible additional funding for a demo of the entire building, I cancelled the previous bid for the limited abatement. The project is ready to be rebid with some additional scope clarity if Town Meeting fails to appropriate the additional funding for a full demo. If the funding for a full demo is authorized, we'll combine the pots of funding and do all of the work at once to experience cost savings from avoiding multiple mobilizations. The building remains unusable following flood damage from burst pipes this winter so we were not worried about rushing the project.
- The IT Department, Media Department, and the Town Manager's Office are working together to build the new Town website which was funded through FY24 Capital. We're currently in the design phase and staff is working to implement by February 2024.
- The Engineering Department submitted the NPDES Year 5 Annual Report to MassDEP. The Town has been fortunate enough to manage most aspects of our compliance using our existing engineering staff. Year 6 will focus on implementing a Best Management Practice (BMP) retrofit on town-owned land. We intend to use the Parking Lot project at the Police Department for this purpose.
- Included in your packet this evening was the Library Director's Quarterly Report.
- The Council on Aging was notified of their FY24 Formula grant allocation from the Massachusetts Executive Office of Elder Affairs a few weeks ago. Tyngsborough will receive \$42,406.00 this year which represents a \$6500 increase over last year's allotment. This funding supports many of the core programs and services offered by the Council on Aging including a town-wide mailer that will be sent out shortly advertising the services and programs available at the COA.





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- Congratulations to Town Planner & Economic Development Director Eric Salerno who spearheaded a MassWorks Infrastructure Program Grant application to support a private/public partnership at 93 Kendall Road which will include investments to the Highway Garage property. Last week, we were notified that Tyngsborough's application was successful and we were awarded \$2,000,000!
- Last week we were notified that the Town received \$6,600 from the Recycling Dividends Program. These funds can be used and have been used in the past to support recycling and sustainability efforts across Town.
- Kudos to the Health Department, Fire Department, and Police Department for a well-executed Health and Safety Fair on Saturday at the Elementary School. The event was well attended and featured touch-a-truck, demonstrations, a helicopter, and dozens of informational booths including from our own Sewer Department, Conservation Department, and Board of Health. The event also featured a flu and COVID vaccine clinic and other free health diagnostics.
- The Town will host the Pre-Town Meeting Information Session on Tuesday, October 17, 2023 at 6:30 PM right here in the Community Room to review the warrant articles ahead of the October 24, 2023 Town Meeting at the Elementary School at 7:00 PM.

Assistant Town Manager's Report

- The future Recreation Center Clearing and Grubbing project will be complete this Friday. Staff are working on preparing bid documents for the second phase late fall for a spring start.
- Bids for the Police Department Parking Lot Project are due on 10/18 at 10:00 AM.
- Bids for the Lower Flint Pond Dam Pedestrian Project (bridge installation) are due this Wednesday, October 4th.
- Staff plan to release a Request for Quote for the Police Station HVAC Project Wednesday, October 4th, with quotes due October 18th.

Regards,

Colin Loiselle
Town Manager

Katharine Foster
Assistant Town Manager

