



TOWN OF TYNGSBOROUGH

Board of Selectmen
Town Offices
25 Bryant's Lane
Tyngsborough, MA 01879
Tel: (978) 649-2300 x100 | Fax: (978) 649-2320

250 Middlesex Road Visioning Committee
Meeting Minutes **APPROVED**
Town Hall | Community Room
25 Bryant Lane, Tyngsborough MA 01879
Tuesday, January 3, 2023
6:00 PM

Members Present: Katerina Kalabokis, Karyn Puleo, David Robson, Kerry Sheehan, John Murphy, Jackie Geilfuss, Fran Glavin, Jill Bowen, Warren Allgrove, Larry Clawson

Staff Present: Town Manager Matthew Hanson, Assistant Town Manager Colin Loiselle

1) Open Meeting/Pledge of Allegiance/Board Introductions
Chairperson Kalabokis opens the meeting at 6:05 PM

2) Meeting Minutes

a. December 5, 2022

- i. **John Murphy moves that the Committee approve the December 5, 2022 meeting minutes; Karyn Puleo seconds; motion passes 10-0-0**

3) New Business

a. Discuss DRA Report

- i. Town Manager Matthew Hanson presents the DRA report. He notes that DRA was hired to explore the possibility of putting a Town Hall in the existing Winslow School. The Town Manager runs through a few of the reports and renderings included in the DRA work.
- ii. Town Manager Hanson notes that one question that came up at the last meeting was if there was already money earmarked for a new Town Hall. He notes that there is not, but that the Town could utilize CPC funding to offset some of the costs.
- iii. Warren Allgrove notes that the original logic behind a new Town Hall on the site was that it would address an existing need created by the Town outgrowing its existing Town Hall and would see a proper use for the site.
- iv. Mr. Allgrove runs through the reasons why a Town Hall in the center of the Town enhances the vibe that the Town has worked to create in the

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- Town Center and notes that there are other benefits like use of the open space.
- v. Chairperson Kalabokis asks if anyone else has comments or questions specifically related to the DRA report.
 - vi. Kerry Sheehan notes that she was able to tour the property last week and feels like spending money on a renovation in that building is throwing good money at a bad project. Kerry notes that there is extensive termite damage and notes that the renovation cost alone was \$5 million in this report.
 - vii. Kerry notes that in her experience new construction is often more cost effective than renovation and notes that based on the report, a lot of the building needs to be disposed of anyway.
 - viii. Larry Clawson asks if there are costs estimates for building an exact replica of the current building, but building it new.
 - ix. Karyn Puleo notes that the Committee could get cost estimates but that generally, the cost of rehabbing a historic building would be more expensive. She goes on to note that she thinks that this type of debate might be premature based on the tasks assigned to the Committee.
 - x. Kerry Sheehan and John Murphy agree.
 - xi. John Murphy notes that he supports the notion of having the Town Hall in the Town Center and that his only question is what the cost is.
- b. Discuss Identified Needs
- i. Chairperson Kalabokis notes that Mr. Murphy submitted a rendering of his vision for the Town Center. She asks him to present the rendering.
 - ii. John Murphy notes that he created this rendering (included in the publicly posted meeting packet) based on his vision for that entire area. He runs the group through his logic for the renderings.
 - iii. Chairperson Kalabokis asks the Town Manager to confirm that the plan as presented could conceptually fit in the area.
 - iv. David Robson notes that the only thing that the Town needs to consider when expanding this area is parking. He notes that having restaurants in the area will severely hinder parking in that area.
 - v. Mr. Murphy clarifies that his presentation does not include using the fields as fields but rather that they would become parking lots.

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- vi. Kerry Sheehan asks how the Committee will accomplish the first item on the task list which is the public input piece.
- vii. Chairperson Kalabokis notes that the last item on the agenda is planning the public forum piece. She also notes that the group should have an idea of what the Committee is looking at before having a forum.
- viii. Karyn Puleo notes that she would like to hear the discussion on the identified needs which she notes would guide her discussions moving forward.
- ix. Town Administrator Matthew Hanson notes that the 2021 Master Plan notes that the Town Hall, although currently functioning, is not sufficient for future needs. He also notes that there is a need right now for a site location for a public safety building, or individual new police & fire stations. Mr. Hanson notes that the public safety group has decided against using the Winslow Site as the location.
- x. Mr. Hanson notes that the 2021 Master Plan and the Town Center Master Plan from 2008 is included in the group's meeting materials and posted publicly on the Town website for review by the public.
- xi. Chairperson Kalabokis notes that the identified needs so far include a new Town Hall, Fire & Police Stations, Recreation, Parking.
- xii. Karyn Puleo asks if there is a need for Housing identified.
- xiii. Town Manager Hanson notes that generally in this area there is a need for housing but the question about whether it belongs in the Town Center or elsewhere.
- xiv. Kerry Sheehan asks if there have been any inquiries about building on top of the current Town Hall.
- xv. Mr. Hanson notes that the mechanic is in the upstairs area so it would likely become cost prohibitive.
- xvi. Fran Glavin notes that he believes one viable vision is to remove the additions, keep the old school, drop it to basement level, and maybe even shift the building.
- xvii. Jackie Geilfuss notes that there might not be a written list of building needs, but wonders if anyone has reached out to the Town to discuss what their needs are.
- xviii. Chairperson Kalabokis notes that asking people that question would likely be a very good idea for the public forum.

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- c. Discuss Littlefield Library
 - i. Kerry Sheehan asks what the Littlefield Library is being used for now.
 - ii. Chairperson Kalabokis notes that one idea was a museum and one was a coffee shop.
 - iii. Warren Allgrove notes that one discussion that took place was about utilizing the Littlefield Library as a satellite location for the library with a coffee house or station. He notes that this would require staffing the place. Mr. Allgrove notes that the intention is very much to keep it a museum but to bring more people into the space.
 - d. Discuss Planning of Public Forum
 - i. Chairperson Kalabokis notes that it makes the most sense for the Committee to spend the next couple of meetings focused on the questions that linger and the visions they have and to gather data. At that point, the Committee should focus on setting the public forum.
- 4) Set Next Agenda
- a. Chairperson Kalabokis notes that for the next meeting, the Town will have an idea of the list of needs, the costs associated with renovating v. constructing a new Winslow School. She also notes that we can review other visions and see how the current and potential news one's line up with the identified needs.
 - b.
- 5) Adjourn

Warren Allgrove moves that the Committee adjourn; David Robson seconds; motion passes 10-0-0 at 7:05 PM

Future Meeting: January 25, 2022 at 6pm

APPROVED BY THE COMMITTEE ON JANUARY 25, 2023

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