



TOWN OF TYNGSBOROUGH

Office of the Select Board
Town Offices
25 Bryants 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
Wednesday, March 15, 2023
6:00 PM

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

Staff Present: Matthew Hanson, Town Manager; Jacqueline Schnackertz, Executive Assistant

Chairperson Kalabokis opened the meeting at 6:00 PM

1. Open Meeting/Pledge of Allegiance/Board Introductions
2. Meeting Minutes
 - February 8, 2023

John Murphy moves to accept the February 8, 2023 minutes; Warren Allgrove seconds; motion passes 8-0-0 (Dave Robson, Karyn Puleo and Jackie Geilfuss joined the meeting later)

3. New Business
 - Discuss Results of Public Visioning Session

Executive Assistant Jacqueline Schnackertz reviews the process used in the summary of public input report. Input was divided into color coded sections matching the four options listed. Asterisks were used to denote additional similar comments. The final section is a summary of the general comments listed on the other side of the comment cards. Notations were made for those who liked the option best, did not like the option, or had no comment.

- Begin Discussing Preferred Options and Format of Final Report/Recommendations

Chairperson Kalabokis suggests starting off with questions to the Town Manager/others, going through bullet points and determining the order to present to the Select Board noting any stipulations or special considerations.



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John Murphy states that the Committee should offer the opinion of the public, the Committee's opinion, and feedback.

Kerry Sheehan asks for clarification regarding if the public was given the option of keeping or demolishing the Winslow School. Town Manager Hanson notes there was an option to address that.

Ms. Sheehan further questions the amount of grant monies received for the First Parish Meeting House renovation. Town Manager Hanson replies that very little grant monies were received for the First Parish renovation. Warren Allgrove reminds the Committee that the First Parish Meeting House was not on the Historic Registry at the time, nor was it originally owned by the Town. Town Manager Hanson notes that the max grant award from the Mass Historic Commission Preservation Project Fund Grant is typically \$100k with a required match. Warren Allgrove reiterates this is a long-term project and therefore may qualify over multiple grant years. Kerry Sheehan notes that the Committee should keep in mind the cost of renovation and other needs of the town.

Fran Glavin asks for funding options. Town Manager Hanson indicates CPC funding or operating budget monies would be funding source with potentially some small grants. This project would require borrowing. Mr. Glavin asks for clarification on the amount of CPC funding potentially available. Town Manager Hanson responds that the CPC could fund up to a maximum of 80% of CPC funds (approximately \$800,000 per year). However, there is some debt service with the Old Town Hall and First Parish Meeting House. CPC funds would only be usable for specifically designated historic items.

Chairperson Kalabokis notes that the overall vision can be presented with prioritization. She asks the Committee to move forward on the following:

1. The Committee unanimously agrees not to include residential housing as an option.
2. The Committee votes 8-3 0 to lower the hill and move the central School structure
3. The Committee unanimously agrees the Town should continue ownership of the parcel.

The Committee discusses keeping the Winslow School as is and fully renovating, keeping and renovating only the core building, demolishing for open green space.



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Fran Glavin stands by his vision as previously presented including lowering the hill, building a retaining wall with foundation of the current building. Mr. Glavin feels there are issue with trying to renovate the entire current building.

Chairperson Kalabokis asks for cost to tear down Winslow. Town Manager is awaiting a quote.

Dave Robson voices concerns with the costs of moving the building. Mr. Robson feels that it would be more advantageous to bring in fill, leave the building where it is and renovate it. He states that the price to mitigate contaminants would be the same either way.

John Murphy asks if the Committee can identify what they would like to do with the school.

Warren Allgrove notes that the Winslow became focus for Town Hall as it is in the center of town. Winslow is the last historic building in the center that has not been renovated. If renovated where it sits the infrastructure is already in place.

Chairperson Kalabokis clarifies the costs noting that complete demolition is the least costly, keeping original structure and moving it forward is the second least expensive, renovation of entire building would be third least expensive. The most expensive option is complete tear down and rebuild a replica/new building.

Karyn Puleo suggests consideration be given to the cost of updating the existing Town Hall for its new use if the existing Town Hall offices are moved to the Winslow School location.

John Murphy notes that anything other than office space would not be feasible in the current Winslow as the building is not capable of additional load bearing in its current design.

Chairperson Kalabokis asks for a vote on the following options:

Option 1 – take down entirely: Kerry Sheehan, John Murphy (2)

Option 2 – Keep main building: Fran Glavin, Jackie Geilfuss, Karyn Puleo, Lucy Hamnett, Larry Clawson, Katerina Kalabokis (6)



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Option 3 – Renovate existing building – Warren Allgrove, Dave Robson, Jill Bowen (3)

Town Manager Hanson suggests postponing renovations until a purpose is determined.

Eliminating the option of full demolition, Kerry Sheehan and John Murphy would support keeping the main building and moving it, flattening the hill (option 2).

Chairperson Kalabokis asks if the back parcel should be open space, commercial, or designated open space.

The Committee determines that the back parcel should be left open.

Old Business
None.

4. Set Next Agenda/Meeting Date

Chairman Kalabokis will put together a draft packet with all four options, public opinion, and Committee option for review at next meeting before presenting to the Select Board. Town Manager Hanson suggests getting cost estimates and notes that the last day for the Select Board to consider warrant articles is April 24th so time is of the essence.

Next meeting will be Wednesday, March 29, 2023, at 6:00 PM.

5. Adjourn

Warren Allgrove moves to adjourn at 8:15; John Murphy seconds; motion passes 11-0-0.

Minutes approved by Committee on March 29, 2023 by a vote of 10-0-0.

If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact Colin Loiselle at 978-743-5337 or email jschnackertz@tyngsboroughma.gov. While every attempt will be made to provide reasonable accommodations, requests should be made with as much advance notice as possible. Please note some requests, specifically for communication access support, may require a 2 week notice beyond the control of the Town.



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