



# TOWN OF TYNGSBOROUGH

Office of the Select Board  
 Town Offices  
 25 Bryants Lane  
 Tyngsborough, MA 01879  
 Tel: (978) 649-2314 | Fax: (978) 649-2320

## FY24 Select Board & Town Administration Goals and Priorities (in no particular order)

#	Description	Responsible Entity
A	Review inventory of town-owned land and buildings to determine a plan or future use for each asset. This should include, but may not be limited to, the Winslow School/Littlefield Library site, former Council on Aging building, and former Recreation Center. For any building that will remain, create a plan, with budget, for properly maintaining the asset, including a timeline if necessary.	Town Manager with input from Select Board
B	Develop a 5 year plan for staffing, services, equipment and infrastructure for each department, with specific focus on DPW, Police and Fire Departments	Town Manager
C	Improve communications with residents: <ul style="list-style-type: none"> <li>● Provide clear understanding of how their taxes are calculated and assessed</li> <li>● Provide clear understanding of where revenue is generated and tax money is spent with specific focus on:               <ul style="list-style-type: none"> <li>○ Schools</li> <li>○ Public safety</li> <li>○ Roads</li> </ul> </li> </ul>	Town Manager
4	Improve operational efficiencies in departments and effectively account for costs and non-tax revenues <ul style="list-style-type: none"> <li>● Identify and explore new or alternative revenue sources to support capital and ongoing programming and services.</li> </ul>	Town Manager with support and input from the Select Board



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5	Create an economic development strategy with input from the Planning Board and relevant stakeholders, which may include the Re-establishment of an Economic Development Commission (EDC) <b>or Business Association</b> to further improve the economic development of the town.	Select Board with support from the Town Manager
6	Support the development and implementation of a new Website and connect with goals around better navigation, accessibility, and communications with residents.	Town Manager
7	Plan for affordable housing, including approach for addressing MBTA Adjacent Communities legislation and reviewing/updating the 2020-2024 Housing Production Plan.	Town Manager and Town Planner with input from the Select Board and Planning Board
8	Monitor the plans for the extension of the commuter rail from Lowell to Nashua and explore ways to leverage the proposed expansion to benefit Tyngsborough.	Town Manager and Town Planner with input from the Select Board, EDC, and community stakeholders
9	Define Department of Public Works Roles & Responsibilities and implement a DPW organizational structure.	Town Manager
10	Assess feasibility and funding options for solar panel installation and other energy saving measures at Town Hall, new DPW garage, and additional town buildings.	Town Manager
11	Review options to determine if Tyngsboro should have a representative on the Dracut Water District Board and if all Dracut Water district customers should be allowed to vote for the Water District Board.	Select Board with support from the Town Manager



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	- Review current water supply offerings to determine if they will meet the town's long-term needs.	
12	Continue to pursue State and Federal grant opportunities and increase guidance, training, and resources to staff to reduce time spent on applications and improve the likelihood of success.	Town Manager
13	Develop a personnel recruitment and retention strategy for HR and administration.	Town Manager

Approved