



TOWN OF TYNGSBOROUGH

Office of the Town Manager

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

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

March 25, 2024

Town Manager's Report

Dear Board Members:

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

- The Northern Middlesex Council of Governments hosted a very well-attended kick off summit for their “At Home in Greater Lowell” initiative which aims to leverage local, state, and federal partners to develop a regional housing strategy to address housing challenges in our region. I was happy to attend and grateful to Senator Kennedy for attending as well.
- Yellow House Cannabis has signed on with a General Contractor for the construction of the new retail marijuana establishment on Middlesex Road. They also applied for the building permit on March 19, 2024 and our Building Department is working expeditiously with them to get the ball rolling.
- The Council on Aging hosted an appreciation lunch on Wednesday last week for the Highway Department. As this Board is aware, our Highway Department does much more than just maintain roads and deal with tricky snow storms, they are a multi-service department that provides tremendous support for all of our town departments and offices.
- The Executive Office of Housing and Livable Communities reviewed our draft zoning to comply with the MBTA Communities Act and provided feedback last week. The feedback was very minimal and largely was procedural in terms of showing information in formats they preferred.
- Our Veteran's Agent Chris Dery is going to be helping Dracut while they search for a permanent VSO. We entered into an MOA with Dracut to provide services to the Town of Dracut while they recruit to fill the position which was vacated recently. We enjoy a great working relationship with Dracut and have entered into similar MOAs in the past. Our VSO is well respected in the field and has received tremendous compliments from Dracut in the past for his help.
- The Police Department and Fire Department building assessments that were funded by ARPA and approved by this Board in February kicked off last week with the first round of building inspections. This week, the consultant will meet with our Chiefs to talk about what works and doesn't work in terms of space use in their existing buildings which will be incorporated into their final report.
- Our Information Technology Department has launched a comprehensive cyber security training program that involves baseline training, scenario testing, live phishing email campaigns to test staff ability to detect phishing, and more. These trainings will be required of all users of a tyngsboroughma.gov email account including members of this Board.





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- The Yard waste drop off site will re-open for the season a little earlier than advertised. It will officially open one-week from today on Monday, April 1, 2024. The weather has been very cooperative and the highway department will use this week leading up to it to reaffirm some sections of the new roadway and make sure it is good to go. There is more information about the site on tyngsboroughma.gov.
- We're excited to share that registration for Community Groups to utilize the Council on Aging as meeting space will open on Monday, April 1st. We finally have all of the equipment installed necessary to operate the COA after hours without staff and are excited to get this going. The application will be online at tyngsboroughma.gov and our office is available to help groups register if necessary.
- Reminder that the Planning Board will commence public hearings on six proposed zoning changes on April 4th. The proposed zoning changes are available for viewing ahead of time at tyngsboroughma.gov under the Planning Board page.
- To help familiarize residents with the budget process and the proposed FY2025 budget, I will be hosting Budget Office Hours this spring. These informal meetings will take place at Town Hall and are open to anyone. It will include a high-level presentation on the budget process and the proposed budget and then a Q&A. I am hopeful that these smaller, more intimate meetings will provide a new opportunity for folks to come get their questions addressed before Town Meeting in a comfortable and less intimidating forum. The meetings will take place on April 10th and April 17th at 6:00 PM and on April 23rd at 5:00 PM. More information will be available tomorrow morning at tyngsboroughma.gov
- Finally, just a reminder that the Annual Town-Wide Cleanup will begin on Monday and last throughout the month of April. I encourage anyone who is able to stop by Town Hall, the Library, or the Highway Garage to pick up the kits and find an area of town to pick up trash.

Assistant Town Manager's Report

- Bids were due for the 2024 Road Improvement Program Phase 1 on Wednesday, March 13, 2024. The project was awarded to All States Construction, Inc, who is expected to start work mid-April.

Regards,

Colin Loiselle
Town Manager

Katharine Foster
Assistant Town Manager

