



TOWN OF TYNGSBOROUGH

Office of the Town Manager

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

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

April 7, 2025

Town Manager's Report

Dear Board Members:

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

General Updates

- The Assessor's Office has begun their cyclical inspections as required by the Department of Revenue. You can find a list of streets that are subject to this round by visiting tyngsboroughma.gov. The contractor performing the inspections will have proper identification and will notify the Police Department prior to beginning.
- April is Distracted Driving Awareness Month and the Tyngsborough Police Department will have enhanced traffic patrols from a safety grant to ensure that motorists are paying attention to the road while they're driving. As a reminder, use of handheld electronic devices is prohibited in Massachusetts when operating a motor vehicle.

Staffing Updates:

- I am very excited to share that we will begin first round interviews this week for the Assistant Town Manager position. We received over thirty applications for the position and have offered interviews to 5 candidates. The interviews will take place this week and I expect that we'll invite a number of those candidates back for a final, second round interview in the next couple of weeks.

Grants

- Congratulations to the Tyngsborough Fire Department which was awarded two grants from the Commonwealth of Massachusetts last week.
 - \$6,852 through the SAFE and Senior SAFE grant program which funds fire safety educational programs directed to children and seniors. Tyngsborough has received grants through these funds nearly every year in recent history and has used them to bring fire prevention and life safety training directly to students in the school system and our seniors both in their homes and at the Center for Active Living.
 - \$9,500 through the Firefighter Safety Equipment Grant program which reimburses local fire departments for the purchase of essential firefighter safety equipment. The Tyngsborough Fire Department has also received this grant several years in a row now and is able to use this grant award to offset purchases that would have otherwise appeared in the operating budget.

Procurement

- Last week we opened bids for various Sewer Division services. In total, we're awarding four contracts for various services that the Division uses throughout the year. The contracts are one year contracts with two optional one-year extensions at the sole discretion of the Town.
- We're currently seeking proposals from qualified firms to provide technical assistance to the Affordable Housing Trust to create program guidelines and processes for an Emergency Rental





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Assistance Program. The AHT presented this idea to the Community Preservation Committee at a meeting last month and the CPC authorized the use of CPC Administrative funds to have a firm program developed before voting on whether or not to use CPC affordable housing funding to fund the initial launch of the program. Under the CPC regulations, this is an allowable use of the funds.

Projects

- The irrigation project at Bicentennial Fields is nearing completion. The pump station is on site and the contractor will be back on site this week to commission the pump. The water levels in the brook are good right now thanks to the hardworking beaver so we're excited to get this operational for this season.

Reminders/Upcoming Events

- Happy to share that the Council on Aging will once again host a bingo night as a result of the success of their first one. The next one is April 9th at 6:30 PM and then again on April 23rd at 6:30 PM -- both at the Center for Active Living.
- April is Town-wide clean up month. For the 19th year in a row, residents and local business owners can obtain clean up kits at the Library, the Health Department, and the Department of Public Works. The kits can be used to clean up your neighborhood, a popular walking or recreation area, or your favorite spot to hang out in Tyngsborough. You can learn more by contacting the DPW, Health Department, or Library.
- The deadline to pull nomination papers to run for office in the upcoming annual town election has passed. Anyone who pulled papers should remember that they must be returned to the Town Clerk's Office by April 15th. The Annual Election is on Tuesday, May 20th.
- Remember that the Annual Town Meeting will take place on Tuesday, May 6th at 7 PM at TES. We'll host the Pre-Town Meeting Information Session on Tuesday, April 29, 2025 at 6 PM at Town Hall.
- We had our first Budget Office hours this afternoon at the Center for Active Living. As a reminder, these informational meetings are small, informal meetings where residents can get a presentation on the proposed budget and ask questions in a less intimidating venue than Town Meeting. We have two additional ones:
 - April 16, 2025 at 5 PM (Virtual)
 - April 23, 2025 at 6:30 PM at Town Hall
- Tyngsborough Media is teaming up with Westford Cable Access to host a hands-on youth media program during April Vacation. The program will run from April 22 through April 25th and registration is available at tyngsboroughrec.com. The program is \$150 per participant and participants will learn about movie making, writing, editing, filming, podcasting, and using cameras. The program will take place at Westford CAT's studio on Groton Road in Westford.
- The Tyngsborough Public Library, Sustainability Committee, and Tyngsborough/Dunstable Rotary Club will host a repair café on Saturday, April 26th from 11 AM to 2 PM at the Beehive located at 2 Bridgeview Circle in Tyngsborough. This is a wonderful opportunity for residents to bring broken items in and get them repaired with the help of volunteers.
- The Zero Waste Day will take place on Saturday, May 3rd from 9 AM to 12 PM at Tyngsborough Elementary School. This event gets bigger and better every year and is a great opportunity to





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recycle things you no longer need. To find a list of items that will be accepted, visit tyngsboroughma.gov.

- Finally, remember that the Recreation Committee will host a grand opening of Ironwood Park on June 7, 2025. It will be held in conjunction with the Annual Health and Safety Fair. The event begins at 10 AM and will run through 4 PM.

Regards,

Colin F. Loiselle
Town Manager

