



TOWN OF TYNGSBOROUGH

Office of the Town Manager

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

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

December 1, 2025

Town Manager's Report

Dear Board Members:

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

General Updates

- I hope that everyone had a chance this weekend to stop by the Annual Festival of Trees in the Town Center. As always, the program was bigger & better than ever and is a tremendous display of the pride and sense of community that we have here in Tyngsborough. A big shout out to Recreation Director Alison Page, the Recreation Committee, and the countless volunteers who make this event happen. Good news, if you missed it this weekend you have one more chance to participate. Visit tyngsboroughma.gov to view the full schedule for the final weekend.
- Two weeks ago we hosted an incredible “What’s Happening on the New Hampshire Border” at the Edge District at 440 Middlesex Road. We had over 120 attendees from the business sector across the region. Attendees enjoyed a tour of the new Metro Rock rock climbing gym which will open soon and an exclusive gathering inside Player One. We’re grateful to Player One for hosting us and Sam Park and his team for graciously sponsoring the event. We talked about the development we’re doing in Tyngsborough, ways we can support local businesses and help businesses start and grow in Tyngsborough, and the role we play in the greater region.
- At the request of this Board, we’re meeting this week with MassDOT to discuss traffic mitigation issues on Middlesex Road, with a focus on the area between Locust and the stateline. Once we’ve had an initial conversation, we’ll bring in the folks from Nature’s Remedy and Yellow House so we can foster a cooperative approach to reviewing and addressing the pending issues.
- Our surplus auction is now live at tyngsboroughma.gov through the online auction service called Municibid. We have 10 surplus items for sale ranging from a full fire engine to utility trailers, air compressors, and more. The auction will be live until 4pm on December 15th. All items are available for public viewing anytime at the DPW Yard at 89 Kendall Road.
- The latest version of “The Bridge” was released this weekend. You can find the digital copy online at tynglib.org which is also where you can subscribe to have it e-delivered to your mailbox each month or you can grab a hard copy at the Library.
- We are once again collecting old and unwanted holiday string lights right here at Town Hall. The bin is right outside of the main lobby so it is accessible for residents 24/7. Residents should avoid putting this in your curbside trash because they get tangled up and destroy the processing machines both in the trash trucks and at the dump.
- Last meeting we had the Board of Assessors before you for the annual tax classification hearing and during that meeting I reminded the folks at home that you should reach out to the Assessors Office to learn about any programs that you might qualify for in order to help reduce your tax liability. On that note, residents who fall into any of the following categories may qualify for a real estate tax exemption: legally blind, veteran with a service-connected disability, surviving spouse of a disabled veteran or veteran who died from active duty injury or illness; senior citizen ages 65 plus who meets certain income and asset requirements. Applications are available in the





TOWN OF TYNGSBOROUGH

Office of the Town Manager

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

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

Assessor's Office and due by April 1st, 2026. Call the Assessor today to learn if you qualify by dialing 978-649-2300 x121.

- Earlier this month, School Business Administrator Joe Messina notified the School Committee of his plan to retire at the end of this school year. Joe has been an employee of the school district for a very long time and has been a tremendous partner. I've said this before but it's worth reiterating that we are lucky to have a very good relationship with the School District and Joe has been a big part of that. Working with Joe has been a real pleasure and I just wanted to take a minute to give him a shoutout for a well-deserved retirement. Joe is a walking encyclopedia and his input has been incredibly helpful on things like capital planning, the budget, and much more. We'll miss him but he is certainly leaving the department in great shape for whoever comes after him.

Staffing

- Last week we completed final round interviews for the Health Department's Administrative Assistant position. We interviewed 4 finalists and I am happy to share that not only were all four uniquely qualified for the position, but all four are Tyngsborough residents. We're working through the offer process right now with our preferred candidate and will update the Board once we have an accepted offer.
- Two weeks ago we completed the interview process for our vacant Skilled Laborer position with the Highway Division of the Department of Public Works. We conducted 5 interviews and have identified our preferred candidate. We've completed the screening process and are in the offer stage. Our goal is to have our selected candidate start before the holidays & hopefully before the first snowfall. .

Project Updates

- I had a conversation last week with the folks involved in the proposed Assisted Living/Continuing Care Campus at 84 Kendall Road. They are working on a sale to a national company that does these types of projects and are engaged in conversations with the folks at 93 Kendall Road to finalize agreements for Sewer access. I expect to have a more firm update around the holidays and look forward to hopefully getting a project before the Planning Board sometime early in the New Year.

Grant Updates

- The Department of Public Works was awarded \$10,000 from our insurance carrier MIIA for various workplace safety items including new protective gear, traffic cones, traffic signs, and other measures that will enhance jobsite safety.

Procurement

- Last week we awarded contracts for our on-call plumbing & electrical services. For the last few years, we've used a blanket on-call contract with fixed hourly rates & materials markups to ensure that we get the best pricing and reliable, consistent service. Following a competitive process, we've awarded a contract for Electrical Services to Dagle Electrical Corp. which was the prior holder of the contract and a contract for Plumbing Services to Vanguard Mechanical which is a new firm to the Town but comes highly recommended. These contracts begin on January 1, 2026 and have a one year term with the option to extend twice for fixed prices. The contracts cover all Town and school buildings.





TOWN OF TYNGSBOROUGH

Office of the Town Manager

Town Offices

25 Bryants Lane

Tyngsborough, MA 01879

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

- Last week we reviewed proposals from qualified firms to provide peer review services to our Conservation Commission. These services are paid for by applicants before the Commission through an accounting mechanism called a 53G account and similar processes exist for the Planning Board and Zoning Board of Appeals. We received two proposals and one was rejected for being late. After reviewing the remaining proposal and determining it to be advantageous to the Town, I intend to award a contract to *Horsley Witten Group* effective January 1, 2026.

Reminders/Upcoming Events

- Bingo continues at the Center for Active Living on Wednesday, December 3, 2025. Doors open at 5:30 PM and the game starts promptly at 6:30 PM.
- The Tyngsborough Public Library will host its annual Holiday Party on Monday, December 8, 2025 from 4 PM to 7 PM in the Library.
- Join us on Wednesday, December 10th at 6pm for Christmas Caroling at the Center for Active Living!

Regards,

Colin F. Loiselle
Town Manager

Sean M. Walsh
Assistant Town Manager

