



Board of Commissioners

Notice of Regular Meeting to be held on

Wednesday, December 27, 2023 at

186 Frost Road, Tyngsborough, MA 01879

At Red Pine Terrace Community Room at 5:30 p.m.

Also, will be recorded and that the recording will be available
on www.tyngsboroughma.gov under media on demand.

AGENDA

- a) Roll Call.
- b) Visitor comments.
- c) Accept the Minutes from the meeting of:
 - a) November 29, 2023 Executive Session.
 - b) November 29, 2023 Regular Meeting.
- d) Treasurer's Report:
 - a) Accountant's Reports for November 30, 2023.
 - b) Accounts Payable and Payroll for November 30, 2023.
 - c) Expansion Fund Accounting reports for November 30, 2023.
- e) Correspondence:
 - a) MASSNahro November/December Newsletter.
- f) Executive Director's Report.
 - a. Vacancy.
 - b. Maintenance.
 - c. Capital Improvement Projects.
 - d. Red Pine Front Walkway.
 - e. Red Pine Intercom.

- f. Inspections.
- g. Mandatory Board Training.
- h. Maintenance Open Position.
- i. Other Business section of Agenda.
- j. Budget/Executive Director Review/Salary/Contract Renewal

g) Unfinished Business:

- a) Review and discuss candidates for open board seat so can make recommendation to Select Board for their appointment at their January 8, 2024 meeting.

h) Old Business:

- a) CPC Rep's update on CPC meeting.
- b) Affordable Housing Trust Committee update.
- c) Update/Discussion of future housing.

1. 689 Coburn Road

i) New Business:

- a) Vote to approve low bidder DeMelo Construction Services in the amount of \$67,430.00 for EOHLC project 301062 Patio Expansion/Tree Removal/Slider Replacement at Brinley Terrace.
- b) FY2025 Annual Plan Hearing and vote to approve the Annual Plan so can be submitted to EOHLC.

j) Next Board Meeting:

Regular Meeting: January 31, 2024 at 5:30 pm at Brinley Terrace.

k) Adjournment