



Northern Middlesex Council of Governments

NOTICE OF MEETING

A Multi-Disciplinary
Regional Planning
Agency Serving:

Billerica
Chelmsford
Dracut
Dunstable
Lowell
Pepperell
Tewksbury
Tyngsborough
Westford

Andrew N. Deslaurier
Chair

Jennifer M. Raitt
Executive Director

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Suite 200
Lowell, MA
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www.nmcog.org

The next meeting of the **Northern Middlesex Council of Governments (NMCOG)** will be held on **Wednesday, April 19, 2023 at 7:00 p.m.** at **NMCOG Offices, 40 Church St, Suite 200, Lowell, MA 01852** with optional remote access via Zoom. To join this meeting via Zoom, please go to: <https://us02web.zoom.us/j/88101757628?pwd=MlI4dEhJaXFHZERLNHlxZzNOZHN6dz09>. The Meeting ID is: 881 0175 7628 and Passcode is: 439793. If you are joining by phone, dial (646) 558-8656, Meeting ID# 881 0175 7628

AGENDA

- I. Call to Order and Roll Call
- II. Approval of Minutes from March 15, 2023
- III. Financial Report and Warrant - Income and expense statements 3/15/2023-4/18/2023
- IV. Report of the Executive Director
- V. Community Exchange
- VI. Reminders and Announcements
 1. NMCOG Council Meeting – May 17, 2023 at 7:00 PM
- VII. Other Business not known at the time of posting of this agenda
- VIII. Adjourn

CITY/TOWN CLERKS: PLEASE POST PURSUANT TO OPEN MEETING LAW

Please contact Lesley Shahbazian at lshahbazian@nmcog.org with any questions on this agenda.

Northern Middlesex Council of Governments
40 Church Street, Suite 200
Lowell, MA 01852

Minutes from Council Meeting March 15, 2023

I. The March 15, 2023 meeting of the Northern Middlesex Council of Governments (NMCOG) was held via Zoom. The meeting was called to order at 7:00 p.m. with Chair Andrew Deslaurier presiding. The following were in attendance:

Councilors:

- Andrew Deslaurier, Chair, Billerica Select Board
- Christopher Tribou – Assistant Clerk, Billerica Planning Board
- Mary K. McBride, Clerk, Billerica Alternate
- Pat Wojtas, MPO Rep, Chelmsford Select Board
- Paul McDougall, Chelmsford Planning Board
- Phillippe Thibault, Dracut Alternate
- Gerard Frechette, Treasurer, Lowell Planning Board
- Daniel Rourke, Lowell City Council
- Chuck Walkovich, Pepperell Select Board
- Stephen Themelis, Pepperell Alternate
- Jayne Wellman, Assistant Treasurer, Tewksbury Select Board
- Anita Tonakarn-Nguyen, Vice Chair, Westford Select Board

Staff:

- Jennifer Raitt, Executive Director
- Justin Howard, Transportation Director
- Christopher Hayes, AICP, Housing and Economic Development Planner
- Lesley Shahbazian, Executive Assistant

II. Minutes of Meeting: February 15, 2022

The Minutes of the February 15, 2022 meeting were distributed to all Councilors for review. Pat Wojtas noted a misspelled word which Ms. Raitt corrected. Based on a Motion by Steve Themelis, seconded by Chris Tribou, on a roll call vote, the Council approved the Minutes of the February 15 meeting as amended.

III. Financial Report and Warrant – Income and Expense Statements
3/15/2023

Jerry Frechette, Treasurer, presented the Financial Report and the Warrant for review and approval. A revised version was distributed on 3/15/2023. There were no changes to cash balances and no changes to the MassDOT projected receivables. The revision was to the total amount noted in the line A/P Checks Presented for Signature. Based on a Motion by Pat Wojtas and seconded by Chris Tribou, following a roll call vote, the Council unanimously approved the Financial Report and Warrant.

IV. Report of the Executive Director

The Executive Director's Report was distributed for review to the Council in advance of the meeting. Ms. Raitt shared some highlights:

- NMCOG will be issuing a Request for Proposals for Traffic Counting next month
- Staff are working with the City of Lowell to submit an application for the Regional Digital Equity Planning Program. Anita Tonakarn-Nguyen commented that the Westford Select Board met last night and approved a support letter.
- Daniela Garcia Moreno is organizing a Stormwater Collaborative meeting on 3/22/2023.
- Daniela also organized a successful Regional Clean Energy Workshop. This meeting is posted on the NMCOG YouTube channel.
- Staff amended the internal review process for projects that must file to comply with the MA Environmental Protection Act. . When relevant, staff will use a ranking rubric to help determine when a project requires comment by the Agency and/ or the Council.
- Assistance to communities for compliance with the MBTA Communities law will begin once all Action Plans have been approved by the MA Department of Housing and Community Development. The Massachusetts Attorney General's Office issued an advisory noting that all communities must comply with the law; Ms. Raitt will forward it to the Council.
- Staff organized and helped facilitate with Town staff a Housing Workshop in Tewksbury on 3/16. Chris Hayes will attend and work with their staff to facilitate a session and get input on the vision and goals that we produced for the housing plan.
- Staff helped organize and facilitated a workshop in Dracut with Town staff to review zoning scenarios, receiving great feedback in order to finalize scenarios and next steps in the project. The workshop was well received by the community according to Phil Thibault.
- Staff are continued to organize and facilitate meetings with municipal CEOs (town/ city managers/ administrators) in the NMCOG region. There appear to be many opportunities for communities to collaborate. The managers are responding to a survey to identify areas for potential regionalization/ regional collaboration.

- Last month the Council approved the strategic planning process and committee. One additional Council member is needed to serve on the committee. Please be in touch with Ms. Raitt if you are interested in serving on the committee.
- Ms. Raitt mentioned a lot of active hiring happening for the following positions– Deputy Director, Regional Land Use, Transportation Mobility Specialist, a part-time Sealer of Weights and Measures, and Senior Planner. The most recent hire is Sara Paz for the position of Finance and Benefits Manager.
- Council members asked questions about the Director’s report. Steve Themelis asked how NMCOG determines municipal participation in the Weights and Measures program. Ms. Raitt explained that the first thing we need to know is the number of pieces of equipment that require inspection, any anticipated growth in the community that will increase inspections, and the fees that the community is charging businesses for the inspection. These factors help NMCOG to identify the number of hours needed for inspections and a relevant contract amount. Jerry Frechette had a question regarding whether nonprofits typically participate in the process in other communities. He noted there are a number participating in the Lowell Housing Production Plan process. Ms. Raitt explained that it is good to have a broad base of activity and engagement in local plans and that this is part of a typical planning process.

V. 2023 Greater Lowell CEDS Annual Performance Report – presentation and vote for endorsement

- Chris Hayes presented the Annual CEDS report that we are seeking an endorsement from the Council in order to send it to the US Economic Development Administration. The Council praised Mr. Hayes on the comprehensive report.
- The report is posted on the NMCOG website. Based on a Motion by Pat Wojtas, seconded by Anita Tonakarn-Nguyen, on a roll call vote, the Council approved the 2023 Greater Lowell CEDS Annual Performance Report.

VI. Community Exchange

- Phil Thibault – There was a barn collapse in Dracut. The community rallied to help the farmer and animals and the farm is still open for business.

VII. Reminders and Announcements

- The NMMPO meeting is scheduled for March 22nd at 1:00 PM.
- An Envision 2050 forum is scheduled for March 22nd at 6:00 PM.
- The next NMCOG Council meeting is scheduled for April 19th at 7:00 PM.
- We may be able to continue our hybrid meeting format pending the outcome of the remote meeting rules by the Governor. If we don't have those permissions we will have to meet in person. Ms. Raitt will keep everyone posted.

VIII. Other Business not know at the time of this agenda

- None noted.

IX. Adjournment

Following a motion made by Jerry Frechette and seconded by Chris Tribou, on a voice vote the Council unanimously adjourned the meeting at 7:58 pm.

CLERK'S CERTIFICATE

I certify that this is a true copy of the Minutes of the meeting of March 15, 2023.

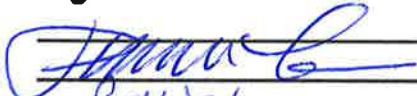
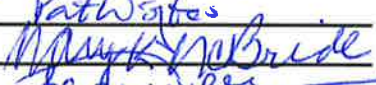
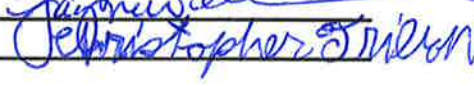
Attest: 
Mary K. McBride, Clerk

WARRANT

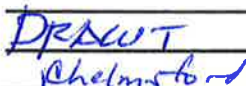
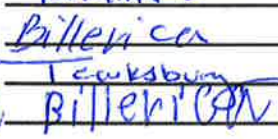
Date: April 19, 2023 Amount: \$213,657.00

SIGNED: 
Jennifer Raitt, Executive Director

Signed:


Pat Winters

Nancy K. Bride

Christopher J. Miller

Representing:


Drew T. Chelmsford

Billeri Co.
Tewksbury

NORTHERN MIDDLESEX COUNCIL OF GOVERNMENTS
WARRANT

April 19, 2023

PAYMENTS PENDING

Enterprise Operating Account	\$	16,446.00	Checks dated 4/18/2023 presented for payment
Enterprise Operating Account	\$	37,014.85	Checks dated 4/6/2023 presented for payment
Total	\$	<u>53,460.85</u>	

ANTICIPATED EXPENSES / INVOICES PENDING

Atlantis Ventures	\$	8,399.75	May Rent
Canon Financial Services	\$	682.83	May Copier Lease
Comcast	\$	628.47	May Phone & internet service
GMS	\$	290.00	<u>Est</u> May Monthly Billing
Guardian Life Insurance	\$	236.65	May life insurance
Jennifer Raitt	\$	1,398.80	Reimbursement for APA Conference
Lowell Sun	\$	1,737.46	NMMPO Meeting Notice (Feb & Mar)
MIIA	\$	36,564.89	<u>Est</u> May health & dental (Includes LRTA Portion)
National Grid	\$	500.00	<u>Est</u> Mar/Apr electric service
Owl Stamp Visual Solutions	\$	108.00	Business cards for 2 new employees
Verizon	\$	50.00	StormWater Mobile Phone
W.B. Mason	\$	<u>600.00</u>	<u>Est</u> Office Supplies
	\$	<u>51,196.85</u>	

PAYROLL & TAXES

Paydate April 27 2023, May 11, 2023
and soon to be retired employee final
pay (Estimated)

	\$	109,000.00	
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TOTAL WARRANT	\$	<u>213,657.70</u>	
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NORTHERN MIDDLESEX COUNCIL OF GOVERNMENTS

FINANCIAL REPORT
April 19, 2023

CASH BALANCES:

Enterprise Bank - New Investment Acct	448,056
Enterprise Bank - New Operating Acct	71,072
Washington Savings - Investment Acct.	533,968
Salem Five 36 MO.CD	<u>173,154</u>

TOTAL CASH ACCOUNT BALANCES 1,226,249

Restricted Cash Account:	
OPEB (VantageCare RHS-EIP:Vantagepoint MP Trad Growth Dedicated Retirement Health Savings Plan)	308,709

ACCOUNTS RECEIVABLE - PROJECTS:

Proj 30950 - MassDOT #118971 - February 2023 Invoice	85,363
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TOTAL PROJECT RECEIVABLES: 85,363

ACCOUNTS RECEIVABLE - FY 2023 MEMBER ASSESSMENTS: 0

OTHER RECEIVABLES: 0

TOTAL ACCOUNTS RECEIVABLES: 85,363

NET CASH TOTAL INCLUDING RECEIVABLES: 1,311,612

ACCOUNTS PAYABLE :

A/P CHECKS PRESENTED FOR SIGNATURE	(53,461)
ANTICIPATED EXPENSES / INVOICES PENDING	(51,197)
ANTICIPATED PAYROLL & TAXES (Through May 11, 2023)	<u>(109,000)</u>

TOTAL WARRANT: (213,657)

TOTAL ACCOUNTS PAYABLE: (213,657)

NET CASH TOTAL (INCLUDING RECEIVABLES, LESS ACCOUNTS PAYABLE): 1,097,955

Other Outstanding Obligations:

Contract Advance-DLTA XV	(54,807)
Due to/from Grantor-MHD Contracts FY94 - FY22	<u>(125,827)</u>

(180,634)

NET CASH TOTAL (Less) OTHER OUTSTANDING PAYABLES: 917,321

To: Northern Middlesex Council of Governments, Council and Alternate Members
From: Jennifer Raitt, Executive Director
Re: Executive Director's Report
Date: March 2023

REGIONAL PLANNING ACTIVITIES

Transportation/ MPO

On March 22, the Northern Middlesex Metropolitan Planning Organization (NMMPO) convened its monthly meeting with several topics on the agenda. Staff presented updates on activities associated with development of the FFY 2024-2028 Transportation Improvement Program, focusing on determining the preferred programming scenario. Also at the meeting, the MPO voted to endorse draft FFY 2023-2027 TIP Amendment Two, which involves adding additional federal funding for a project to rehabilitate two bridge on I-495 in Tewksbury, over Route 38 and Route 133. In addition, the MPO voted to endorse the 2023 Title VI Plan, which looks to equitably allocate federal funding in the region. More information on those specific projects are in the following sections of this report. The next meeting of the NMMPO will be on April 24 at 2PM. Meeting topics will include consideration to release the draft FFY 2024-2028 TIP. Other agenda items will include updates on UPWP and Coordinated Human Services Transportation Plan development.

Regional Transportation Plan

Staff hosted the second Envision 2050 regional forum on March 22nd of which 24 people were in attendance, either in person or virtual. The meeting began with a presentation of the plan objectives, themes heard from municipal and partner meetings, preliminary results of the Envision 2050 survey, and financial information to be used in developing recommendations of the plan. Following the presentation staff held a question & answer session with attendees.

FFY 2024-2028 Transportation Improvement Program (TIP) Development

NMCOG staff continue working on development of the next TIP document, which will go into effect on October 1. Staff presented the Greenhouse Gas (GHG) analysis summary for the rehabilitation of Boston Road project in Westford to the Congestion Mitigation and Air Quality (CMAQ) Consultation Committee to determine eligibility for CMAQ funding. Staff developed and presented Transportation Evaluation Criteria (TEC) scores for each TIP project to the MPO. Based on the results of TIP Readiness Day, project scores, and financial information, staff developed and presented four TIP programming scenarios to the MPO. They unanimously voted on Scenario 1 at the MPO meeting on March 22. Staff also provided information on target funds not programmed in FFY 2024-2028 TIP, projects funded through State programs, and a preliminary list of transit projects from LRTA during this meeting. Staff will present the draft TIP to MPO on April 26.

Endorsement of Title VI 2023 Plan

The NMMPO endorsed the final plan on March 22, following a 21-day public comment period. For more information on Title VI visit www.nmcog.org/nondiscrimination-policy. To read the full report, visit <https://www.nmcog.org/s/Title-VI-2022-Report-Final-33023.pdf>.

Unified Planning Work Program FFY 2024

Staff are developing the Unified Planning Work Program scope for FFY 2024. The UPWP will include a preliminary list of projects that NMCOG plans to undertake over the next federal fiscal year. Last month MassDOT explained that in response to a provision in the Bipartisan Infrastructure Law (BIL) § 11206 requiring that “states and metropolitan planning organizations use at least 2.5 percent of their planning funding on activities related to Complete Streets or travel on foot, by bike, in a vehicle or using public transit. The estimated allocation for Complete Streets planning for the NMCOG region is \$20,388.76 and will be reflected in the budget. After the preliminary list of tasks is presented to the MPO at their April meeting, staff will prepare and present the draft UPWP plan on May 24 and request their endorsement of the full UPWP on June 28.

Coordinated Public Transit – Human Services Plan

On April 26, NMCOG Transportation Planner Jessica Boulanger will present the scope of work for the Coordinated Public Transit – Human Services Plan. This plan must be updated every 3 to 5 years in order for direct recipients and sub-recipients to receive formula funds through Section 5310.

Transit – ADA / Paratransit Application Review

NMCOG staff continued the processing of ADA applications for the LRTA Road Runner demand response service. Sixteen (16) applications for demand response service were reviewed; thirteen (13) ADA demand response service approvals and three (3) senior application approvals were processed during the month of March. Additionally, NMCOG staff assisted LRTA personnel with ongoing dispatch software issues.

Transit – Ridership Data Analysis and Reporting

NMCOG staff collected, analyzed and reported monthly transit data for the LRTA; the data submitted to MassDOT (Grants Plus) and FTA (National Transit Database) online reporting systems. Fixed route ridership grew significantly from 54,879 in February to 73,044 in March, an increase of 33%. The increase reflects several factors including no public school holidays or vacations, improving weather conditions and another month further away from the COVID pandemic. The month over month increase was approximately 13% from March 2023 to April 2023. The demand response service (Road Runner) ridership pattern also increased. Ridership was 5,708 in February, increasing to 6,931 in March of this year representing an increase of more than 19%.

Transit – Drug and Alcohol Program Management

Staff continued management of the drug and alcohol program for the LRTA contractors. March wrapped up the first quarter of randomly selected test and as a result, this year’s random testing is on-track for mandatory testing rates of 50% drug and 10% alcohol.

Traffic Counting

NMCOG staff posted a Request for Proposals for traffic counting services, which includes between 60 and 80 count locations in the region. Proposals will be opened on April 20. Based on strength of proposals received, a consultant will be selected and a contract will be finalized by the end of April. The RFP is currently posted on the [NMCOG website](#).

Weights and Measures

Staff conducted 44 inspections in Billerica, Chelmsford, Dracut, Littleton, Lowell, Tewksbury, and Westford. 32 were annual inspections and 12 were new devices being added. The outcome of these inspections resulted in 191 devices being inspected and sealed. NMCOG has been actively searching for a part-time sealer position to assist in completing these inspections on time.

Economic Development Administration (EDA) CARES Grant

The EDA CARES Act Economic Recovery and Resiliency Plan (ERRP) grant work is wrapping up and will be completed by mid-April. NMCOG has been utilizing the remaining funding to provide direct technical assistance related to economic recovery and to develop three short reports intended to lay groundwork for ERRP implementation over the coming years as follows:

Sewer and Wastewater Existing Capacity and Opportunities

The first of these mini-reports focuses on challenges and opportunities related to the regional sewer systems in the NMCOG region, including the Billerica Water Resource Recovery Facility, the Lowell Regional Wastewater Facility, and the Pepperell Wastewater Plant. Although the capacity of regional sewer treatment plants and municipal sewer collection systems is a potential roadblock to economic development, there are potential interventions that may include capacity expansion feasibility studies, additional support for infrastructure funding, exploration of alternative and package treatment facilities, and regional collaboration. The study captures a snapshot of current wastewater infrastructure systems, provides basis for discussion on regional goals and potential challenges, and creates a starting point to pursue and advocate for future funding.

Workforce and Labor Study Scoping

NMCOG undertook a series of key informant interviews of municipal economic development planners, regional economic development and workforce agencies,

and business support agencies in order to better understand economic development in the region. These interviews exposed that a critical roadblock to continued economic success of the regions' firms is the difficulty of recruiting and retaining talented workers, despite the services of UMass Lowell, Middlesex Community College, the MassHire Greater Lowell Workforce Board, and MassHire Lowell Career Center. As the second of the mini-reports, a scope of work is being developed to answer questions about how the region's labor shortage compares to other regions and guide investment toward the areas that would have the strongest impact on workforce recruitment and retainage, which may include education, transportation, housing, childcare, marketing, and cultural considerations.

Regional Tourism and Marketing Report

On April 10th, NMCOG hosted a hybrid meeting of the Regional Tourism and Marketing Work Group to discuss the results of an internal survey. This included the beginning of an asset inventory, evaluation of possible common regional themes for cross-promotion and destination development, and an inventory of existing marketing channels in the region. The group voted to continue meeting quarterly for peer-sharing. Meanwhile, NMCOG staff are completing the final of the three mini-reports that will integrate the initial asset and marketing channel inventories, existing reports, and the recommendations of the committee to create a suite of next steps to continue to discuss with regional partners.

Municipal Digital Equity Planning Program

The City of Lowell submitted an application to the Massachusetts Broadband Institute (MBI) Municipal Digital Equity Planning Program on behalf of the nine NMCOG communities. All nine communities provided letters of support. As stated in their application, the "regional approach is perfect for Greater Lowell, as we can identify shared challenges with our neighboring communities to prioritize interventions, while also making sure to understand challenges that are unique from community to community and adjust approaches appropriately." The application will be provided to eligible vendors, including a partnership between NMCOG and MAPC, and they will indicate their availability to MBI. Lowell will then be able to choose between available vendors for the regional planning process. The desired start date is as soon as possible, with desired end date of April 2024.

"At Home in Greater Lowell" Regional Housing Strategy

NMCOG has developed a scope for a Regional Housing Strategy after extensive discussion with regional agencies, existing groups such as the Regional Housing Workgroup, and municipalities. This scope is a unique mix of data collection, goal-setting, collecting and sharing stories from across the region, and developing materials to assist communities in public education and consensus-building. NMCOG staff have submitted an Expression of Interest to the OneStop for Growth program, to the Greater Lowell Community Foundation, and will be seeking additional funding sources for this innovative scope,

which staff anticipates will include a mix of NMCOG staff work and outside consultant work.

Northern Middlesex Stormwater Collaborative

NMCOG is collaborating with the Merrimack Valley Planning Commission to host a joint-stormwater collaborative meeting to discuss PFAS. The meeting is tentatively scheduled for May 8, and will feature a conversation with Massachusetts Municipal Association's Josie Ahlberg, a Legislative Analyst with expertise in environmental policy.

ASSISTANCE TO INDIVIDUAL COMMUNITIES

Multi-Family Zoning Requirement for MBTA Communities

All seven municipalities that were required to file Action Plans in the NMCOG region filed by the required deadline to the MA Department of Housing and Community Development (DHCD). DHCD approved Action Plans submitted by Dracut, Lowell, Tewksbury, and Westford. Additional approvals are anticipated for Billerica, Chelmsford, and Tyngsborough. NMCOG assisted with reviews and development of Action Plans for Billerica, Chelmsford, Dracut, and Tyngsborough. NMCOG recently kicked off the next phase of MBTA Communities planning work with Tyngsborough funded by a \$20,000 planning technical assistance grant from the Massachusetts Housing Partnership.

Lowell Housing Production Plan

NMCOG and the City of Lowell have co-facilitated seven key informant interviews or focus groups, with several additional planned for the remainder of April. These outreach activities have painted a picture of the public, for-profit, and nonprofit sectors working together to increase housing availability and affordability. However, many challenges including funding, community consensus, and zoning have been identified as well. A Lowell Forward Housing Subcommittee is planned for April 25 and a citywide public meeting is planned for May 31 to discuss these findings and begin developing a vision and goals for the Housing Production Plan.

Dunstable Housing Production Plan

NMCOG staff have been completing edits of the Comprehensive Needs Assessment recommended by the Dunstable Affordable Housing Committee and are planning a public workshop hosted by the Affordable Housing Committee on May 23. This workshop will focus on reporting the results of a survey and visioning, goal-setting, and consensus-building exercises.

Tewksbury Housing Production Plan

NMCOG staff alongside Assistant Town Manager Steven Sadwick and Community and Economic Development Planner Alex Lowder held a successful online public workshop on Thursday, March 16 with over 20 participants. Feedback included creating a goal to

balance both owner and rental housing opportunities, units affordable to people earning less than 60% AMI, infill on scattered sites, finding alternative local funding sources to payment-in-lieu which is no longer an option, and support for village-style mixed unit types and small lot zoning in certain areas of town. Next steps will be to complete strategies supporting the goals and analyze potential housing opportunity sites.

Dracut HPP Zoning Recommendations

NMCOG worked with the Dracut Affordable Housing Partnership and Community Development Director Alison Manugian to create a successful Housing and Community Workshop and Listening Session on March 11, drawing more than two dozen participants. Breakout groups completed visioning and mapping exercises. There were a diversity of opinions expressed, but there was general support for walkable communities, mixed-use developments near existing commercial areas, low-rise and mid-rise apartments in key areas, preservation of farmland and open space whenever possible and especially in East Dracut, and affordable housing throughout the community.

Dracut Open Space and Recreation Plan

NMCOG staff with expertise in land use, open space conservation, community engagement, and mapping are providing technical assistance to the Town of Dracut in the completion of an update to their Open Space and Recreation Plan. Staff are preparing to host a meeting to provide updates on the Environmental Inventory.

Westford Brownfields and Potentially Contaminated Sites Inventory

NMCOG staff are working on preparing an interim deliverable for the Town to review. This report will guide the development of a charrette process where people will have the opportunity to come together and provide suggestions for the redevelopment of key sites.

GIS AND DATA SHARING

Through an agreement with MassDOT, NMCOG has obtained access to the latest hourly congestion travel time data available on the Regional Integrated Transportation Information System (RITIS) platform. Transportation staff will have access to a range of online tools to view, query, and analyze vehicle probe-based travel time data collected by INRIX on National Highway System roadways within our region for performance management activities.

Lowell's Merrimack River Interceptor trail recreational easements were digitized from 1970s plans to support NMCOG's National Fish and Wildlife Foundation (NFWF) habitat restoration grant. The data will be utilized by project staff and volunteers for project implementation and was shared with Lowell GIS and Lowell Regional Wastewater Utility staff. Poster-sized maps were prepared for two visioning sessions and site visits.

NMCOG GIS developed web map layers of Tyngsborough's water and sewer district customer locations. The information from three water districts and two sewer system operators will be integrated into the Town's MapGeo web mapping system to support the work of Town staff and regional planning initiatives.

Migration to NMCOG's new file server was completed with minimal disruption to staff. Other GIS projects completed in March include: a Greater Lowell Employment Density map with the latest available employment location data for the Comprehensive Economic Development Strategy; Tyngsborough Assessor's maps with MassGIS e911 data uploads; region-wide parcel data provided to Lowell GIS; and large-format printing and mounting services for the second Envision 2020 Public Forum.

REGIONAL SUPPORT ACTIVITIES

Northern Middlesex Municipal CEO Group

Town/ City Managers and Town Administrators in the region met in March hosted by Manager Ann Vandal at Dracut Town Hall to discuss opportunities for regionalization and regional cooperation. Managers are in the process of completing a survey to help identify potential areas of focus or expansion of NMCOG services in the future. The April meeting will be hosted by Billerica, by Chelmsford in May, and by Tyngsborough in June. The activities of this group are being supported by District Local Technical Assistance funds.

