

Groton Community Preservation Committee

Minutes of Public Meeting of July 7, 2009

Location: Legion Hall

Time: 7:30 PM

Members Present: Bruce Easom (Chairman), Dan Emerson,
Rick Hughson (Treasurer), Carolyn Perkins (Secretary)

Members Absent: Jonathan Strauss, Mike Roberts, Robert DeGroot (Vice-Chair)

Guests: Don Black, Pete Morrison, Mark Haddad (Town Manager), David Manugian

Public Meeting

1. Action Items

Ms. Miller:

- Scan and E-mail Housing Co-coordinator application to CPC

Mr. Easom:

- Send out letters and contracts.

Ms. Perkins:

- Find out if there are any outstanding invoices on the affordable housing project so we can close out project at the next meeting.

Mr. Easom calls the meeting to order at 7:37

2. Guests

Don Black

2010-01 Field of Dreams

Mr. Black has stated that he has been in contact with Misty Anne Harold of Massachusetts Fish and Game and there is concern regarding two vernal pools and turtle habitats. There may have to be a change to the entrance due to these findings. The question is asked on whether this will change the budget and Mr. Black replied that this should not change the budget. The clearing will be hired out, but he believes that Tom Delaney will be able to do the road.

2006-02 Sawtell School

The last fence post is being installed, and then the gate will be installed. This will complete the project and upon completion, Mr. Black will submit final invoice.

2006-11 Lost Lake Basketball Court

The trees have been removed; the land has been ground, grubbed and stumped. The outside perimeter has been staked and leveling still needs to be performed. Mr. Black stated that of the two proposals he had received, a decision was made to go with Lagasse Trucking and issues an invoice to the CPC. The invoice is signed by the CPC.

Peter Morrison

2006-09 Wharton Bridges

Mr. Robinson distributes photographs of the bridges and gives briefing and history on each bridge and what was done in order to complete each. Signage for the bridges is discussed and it's decided that it's not necessary, and the project is ready to be closed out.

Mr. Hughson moved to close out Wharton Bridges, Project 2006-09 and issue close out letter. Mr. Emerson seconded and the vote was unanimous in favor.

David Manugian

2005-09 Fitch's Bridge

Mr. Manugian began by showing off the "Rehabilitation of Fitch's Bridge Groton – Application to the Transportation Enhancements Program for Construction Funding". He stated that this product was created using CPC funds and played a major role in the Nikki Tsongas earmark.

Mr. Manugian stated that there have been efforts to work with Mass. Highway to reduce the scope of work that needs to be performed. He has also been attending and representing MRPC, which he finds very educational. It's also stated the process for federal funding is lengthy and there is a reluctance to fund when there is so much uncertainty.

In Mr. Manugian's opinion there are two options. The Town of Groton could raise \$20,000 to complete the design work and then an additional \$500,000 - \$600,000 or continue with the Federal Transportation Bond Bill. Mr. Manugian also mentions that the Mass. Highway is scheduled to come out with new standards and regulations regarding pedestrian bridges, which

may bring the cost down.

There is continued discussion in which Mr. Hughson adds that Town money is unlikely, but he would like to see more progress. Marion Stoddard who was in attendance believes the bridge is a hazard and the cost to tear down versus the cost of repair is comparable and due to the fact the bridge is historical the Town may opt to fund. Ms. Perkins brings up prevailing wage and Mr. Manugian agrees that this may have an impact. If the project is earmarked there would be 100% funding but the contingency would be a completed design and the project must be ready to start within 90 days.

Mr. Manugian stated in conclusion that the next step is to negotiate, and possibly put forth an additional CPA application in the amount of \$60,000 contingent on whether the earmark is received. Mr. Easom also suggests applying for DCS trail grants, and as many grants as possible.

Mark Haddad

2007-12 Affordable Housing Implementation

Mr. Haddad stated that Prescott School has been labeled as the number one spot for affordable housing with Tarbell coming in as second. We are currently waiting for the Superior Court decision on the Cy-Pres, which removes a restriction on property. Ms. Perkins asked if there were any outstanding invoices as this project is complete and Mr. Heaton has identified the top priorities for affordable housing in Groton. Ms. Perkins will double check that there are no outstanding invoices and we will close out this project at the next meeting.

Housing Co-Coordinator Position

Mr. Haddad informed the Committee of the findings regarding grade and step that had been researched by Elizabeth Currier for this position, and then reads aloud the job description. This position will be supervised by Mr. Haddad and the top priority will be working with the Housing Trust on the Housing Plan. This position will be funded by CPA administrative funds. Ms. Perkins believes there should be a CPC vote. Mr. Haddad's feeling is for the hours not to exceed 20 hrs. a week and would like to pursue the possibility of sharing this position with another Town. Mr. Easom suggested looking into CHAPA, which is a consultant directory. Ms. Miller is asked to scan the housing application and job description to the CPC for review. Mr. Haddad is invited to the August 2, 2009 CPA meeting for further discussion.

3. Draft Agreement

The Draft Agreement was reviewed by the Committed and the decision was made to adopt the agreement as written.

Mr. Easom moved to adopt the Town of Groton Funding Agreement. Ms. Perkins seconded and the vote was unanimous in favor.

5. Active Project Updates

2010-03 Communitywide Archaeological Survey

Mr. Easom believes the proposal to be thorough and recommended a few changes to the scope and believes once these clarifications are addressed the project is ready to go.

Mr. Emerson moved to accept the request for proposal on project 2010-03 and authorize the release of RFP by the Project Manager. Ms. Perkins seconded, and the vote was unanimous in favor.

2010-04 Groton Grange

Mr. Easom reads the outstanding issues of the Grange, such as having a deed restriction in place; sign off by the Planning and Building Board, RFP's and agreement letter. The question is asked on whether a performance/insurance bond is necessary and insurance should be incorporated into the RFP. The Committee agreed to ask Michelle Collette for a recommendation. It was also decided to obtain a recommendation from Valerie Jenkins, Town Accountant on workers compensation.

5.A Contracts and Approval to Proceed Letters

Mr. Easom asked the members which projects they believe should sign the newly drafted funding contract. It was decided that the Field of Dreams project, Groton Grange, Historical Document Preservation and the Groton Communitywide Reconnaissance Archaeological Survey should sign the contract.

Ms. Perkins moved to send letters to proceed with the understanding that the contracts need to be signed and returned to the Field of Dreams, Historical Document Preservation, Groton Grange and the Groton Communitywide Survey Projects. Mr. Hughson seconded and the vote was unanimous in favor.

Ms. Perkins moved to send letters to proceed to the Footstone Reinstallation, Conservation Fund, and Unkety Brook Projects. Mr. Emerson seconded and the vote was unanimous in favor.

6. Closing

The new payment procedure for the CPA administrative procedure is reviewed and accepted. *Ms. Perkins moves to accept the new payment procedure for the CPA Assistant. Mr. Emerson seconded and the vote was unanimous in favor.*

Ms. Perkins moved to accept the minutes of June 15, 2009 as written. Mr. Emerson seconded and the vote was unanimous in favor.

Ms. Perkins moved to adjourn the meeting. Mr. Hughson seconded the motion. All were in favor and the meeting adjourned at 9:24 PM.

Respectfully Submitted by,
Kathy Miller