Community Preservation Committee: September 14, 2009
Location: Lost Lake Fire Station

Present: Dan Emerson, Robert DeGroot, Carolyn Perkins, Bruce Easom

Absent: Jon Strauss, Rick Hughson, Mike Roberts

1. The meeting was called to order 7:37 p.m. a quorum was present.
2. Primary agenda item is to update the 2009 Community Preservation Plan, members agreed to review page by page.
3. Bruce spoke about changes in the Open Meeting laws. The law requires the public have twenty-four hour access to the posting of meetings. In addition, the Chairman of each committee must post an agenda they reasonable believe will be discussed.
4. Changes to the 2009 CPC Plan:
   1. Change dates throughout document as appropriate.
   2. Page 4, remove current page and replace with updates with changes for 2010 Plan.
   3. Page 9, change Bruce Easom to (Chair), Robert DeGroot (Vice-chair), Carolyn Perkins (Secretary), update Dan Emerson’s term to 2012
   4. Page 11, Change 2.5.1. “The town consists of three main areas, Groton, West Groton and Lost Lake…”
   5. Page 18, 3.2.4.1 Bruce will ask Barbara Ganem to update statistics.
   6. Page 27, Robert will ask the Historic Commission to update the section after asterisk.
   7. Page 31: Update the schedule for 2010 plan
      - October 1, 2009: CPP release date
      - December 1, 2009: Submission of required Project Summary
      - December 15, 2009: Feedback session for Project Summary
      - January 8, 2010: Deadline for Complete Proposals
      - January 18, 2010: Feedback session on Proposals
      - February 12, 2010: Deadline for revised proposals (no changes to Proposals will be accepted after this date)
      - March 1, 2010: Public Meeting for Proposals
      - April 2, 2010: Delivery of Rec for Town Warrant
      - April 26, 2010: Annual Town Meeting vote on Warrant Article
   8. Bruce volunteered to submit the 2010 Plan schedule dates to the Groton Herald and Landmark
   9. Page 32:
      - 5.2.1 Applicants shall be required to submit a two-page Project summary. The summary should include a grief description of the project, how it conforms to the (Figure 7) CPA allowable spending charts, estimated time line of project and estimated cost.
5.2.2 The CPC will review and provide feedback on the Project Summary to ensure the project is consistent with the requirements of the Community Preservation Act and the Groton Community Preservation Plan.

5.2.3 Submit completed application by deadline. Applicants may submit proposals to the CPC via mail or drop off at the Town hall. Proposals not conforming to the required guidelines may be rejected.

5.2.4 The CPC will review and provide feedback to applicants submitting a proposal under step 5.2.3.

5.2.5 Applicant submits final revised proposal after receiving CPC feedback. No further revisions will be accepted.

Change 5.2.2 to 5.2.6
Change 5.2.3 to 5.2.7
Change 5.2.4 to 5.2.8
Change 5.2.5 to 5.2.9
Change 5.2.6 to 5.2.10
Change 5.2.7 to 5.2.11

j. Page 35: Change Procurement Officer to Mark Haddad.

k. Page 38
   - Change 1st sentence “When submitting…” to “All final applications must meet the following requirement:”
   - #1 change “section O” to “Section 9”
   - #10 remove “Or 12 hard “and replace “and one” with “Two hard copies.”
   - Change 6. Application Requirements to 6. Final Application Requirements

l. Page 41, 3. e. ease of execution (5 easy—1 complicated)

m. Page 44, change 7.1 to 8.1

5. Bruce announced the Grange is not willing to accept a restriction in perpetuity. He invite Ray Lyons and Mark Haddad to our next meeting on October 5.

6. Carolyn will speak to Tom Orcutt regarding bill from Ducharme/Dillis bill.

7. Meeting adjourned at 9:28 p.m.