Groton Community Preservation Committee  
Minutes of Public Meeting of January 5, 2010  

FINAL  

Location:  
Town Hall  

Time:  
7:30 PM  

Members Present:  
Bruce Easom (Chairman), Dan Emerson, Carolyn Perkins (Secretary)  
Rick Hughson (Treasurer), Mike Roberts, Robert DeGroot (Vice-Chair), Jon Strauss  

Members Absent:  
None  

Guests:  
Tom Orcutt, Gary Hoglund, Mike Bouchard  

Public Meeting  

1. Action Items  

Ms. Miller:  
• Make copies of Carolyn’s minutes  
• Make copies of Carolyn’s time-line calendar  
• Send Mike Bouchard new CPC schedule for postings.  
• Send out E-mail to applicants regarding Jan.25th meeting  

Mr. DeGroot:  
• Invite Amada Gavazzi to meeting for final report.  

Mr. Strauss:  
• Contact Concord for signage information  

Mr. Easom calls the meeting to order at 7:30  

The Agenda is reviewed by the Committee.  

2. Guests – Tom Orcutt, Gary Hoglund, Mike Bouchard  

Tom Orcutt & Gary Hoglund – Unkety Brook Phase I  

Mr. Orcutt explains that upon the request of Carolyn Perkins (project liaison); he would like to review and obtain feedback on a change to the original proposal. Mr. Orcutt explains the original appraisal was to find out the number of buildable lots on Mr. Delaney’s parcel. Mr. Orcutt feels that it would be better to have an appraisal done on one of the lots with a 1 acre portion being removed. Mr. Orcutt also stated that money has already been designated for an appraisal; the only change would be to the type of appraisal being performed. Discussion ensued as to the next step of this project and to possible alternatives. Ms. Perkins suggested to accept the change of the appraisal and save further discussion for a later meeting and offered her approval of the change.  

Ms. Perkins moved to accept the change as proposed by the Water Department to change the appraisal. Mr. Roberts seconded and the vote was unanimous in favor with the exception of Mr. Hughson who abstained.
Mike Bouchard – Historic Document Preservation

Mr. Bouchard began by stating he would like to review the progress of this project from induction to present and to the future and final phase of this project. Mr. Bouchard handed out a summary which outlined the projects to date and broke it down to the year of submittal, the number of volumes completed and the cost of each phase. Mr. Bouchard informed the Committee that due to incorporation of the CPA more communities are restoring their historical documents and this seems to be driving the cost up. One of the suggestions made by Mr. Bouchard was to cut back on the micro-filming. In the future we will microfilm only before restoration, where previously we were doing this before and after. In summary Mr. Bouchard will be sticking with Brown River as he still finds them both reasonable and of fine quality. The quantity still left to be restored is unknown, as Mr. Bouchard would like to inspect the quality of the remaining volumes and base his decision on the outcome.

3. Minutes

Mr. Easom moved to accept the minutes of December 1, 2009 as drafted. Mr. Hughson seconded and the vote was unanimous in favor with Mr. Strauss abstaining.

4. Elections

Mr. Hughson moved to nominate Carolyn Perkins as the next Chair of the Community Preservation Committee. Mr. Emerson seconded and the vote was unanimous in favor.

Mr. Hughson moved to nominate Jon Strauss as the Vice-Chair of the Community Preservation Committee. Mr. Roberts seconded and the vote carried by majority vote with Mr. Strauss abstaining.

Ms. Perkins moved to nominate Robert DeGroot as Clerk of the Community Preservation Committee. Mr. Emerson seconded and the vote was unanimous in favor.

5. Signage

Mr. Strauss showed the Committee examples of signage and reviewed the different possibilities of size, materials and approximate costs. Mr. Strauss also distributed a copy of the Concord signage and stated that he liked how Concord has incorporated their Town Logo into the signage. Mr. Easom suggested contacting Concord to see how much money they spent on their signage and what materials they used. Mr. Strauss agreed to contact them but would like to use local merchants for the actual construction. It was also agreed upon by members to order as many as possible this year as next year there will be a decrease in administrative funds. Mr. Strauss will stop by the Concord Town Hall and report his findings to the Committee via E-mail.

6. Project Close Out Letters

Mr. Easom distributed the Footstone Reinstallation close out letter for signatures. Mr. Easom has suggested an oral summary to the applicants opposed to a written summary and will coordinate a date to be put on a future agenda. The Sawtell School close out letter has also been completed and Mr. Easom will place in the CPC mailbox for signatures.

7. Active Project Updates

2010-03 Communitywide Archaeological Survey

Mr. Roberts informed the Committee that the project has begun and distributed a schedule & Deliverable certification. This document outlined the various phases and the planned completion date.
2010-04 Groton Grange

The deed restriction has been filed with the Registry of Deeds. The next step will be to use the RFQ template and obtain quotes.

2005-09 Fitch’s Bridge

There is no update. It is recommended to have Ms. Miller invite Mr. Manugian to the January 25, 2009 CPC meeting.

2010-06 Footstone Reinstallation

It is suggested to contact Amanda Gavazzi and ask if she would prefer an oral or written report and schedule her for the next CPA meeting.

2006-11 Lost Lake Basketball Court

Lights are still remaining and will most likely not be done until spring. Security equipment is discussed for use of the remaining balance.

2007-12 Affordable Housing Implementation

Ms. Perkins has spoken with Mr. Haddad and reported that he will be meeting with the School Committee next Monday to discuss Prescott. Ms. Perkins gave an update on Carrie Fisher our new Housing Coordinator. Ms. Fisher has been busy downloading deed restrictions on affordable housing units in Town and is preparing for Housing Lottery 3 new unit

2007-13 GHA-Nashua Rd.

Mr. Emerson reported that a proposal from Meisner Brem on both the ANRAD & MESA is in the works, and it should be in receipt shortly.

8. Closing

It is decided to schedule the new project applicants in 15 minute intervals in the order of which the applications were received for the January 25th meeting.

Mr. Strauss mentioned the Surrenden Farm usage plan, and would like to get the Selectmen to make a designation; it is decided to make this an agenda item for a future meeting.

Ms. Perkins reviewed the Dick Heaton invoice and stated that she has discussed the invoice with Mr. Haddad and the work on this invoice has been completed. The invoice was passed around for signatures. Mr. Easom stated he would sign the invoice at Town Hall as he had wanted to review a few items for himself.

Mr. Hughson moved to adjourn the meeting. Mr. DeGroot seconded. All were in favor and the meeting adjourned at 9:23 PM.

Respectfully Submitted by,
Kathy Miller

Minutes approved 1/25/2010