

Groton Community Preservation Committee Minutes of Public Meeting of April 19, 2011

Location: Town Hall
Time: 7:30 PM
Members Present: Mike Roberts, Carolyn Perkins (Chair), Dan Emerson, Richard Hewitt, (Secretary), Bruce Easom (Treasurer), Jon Strauss (Vice-Chair)
Members Absent: Robert DeGroot
Guests: Valerie Jenkins, Todd McGillivray, George Moore, Sally Smith

Ms. Perkins called the meeting to order at 7:30.

1. Groton Grange

Sally Smith asked the CPC for an extension. They are currently over the original deadline but are having trouble with Nashoba Technical School and scheduling. Materials have recently been purchased and they are hoping that is a sign that they will be beginning shortly. A 6 month extension is being sought. As the majority of the project have gone well, the Committee decided on the following vote:

Mr. Roberts moved to extend the deadline for The Groton Grange project 2010-04 to April 1, 2012. Mr. Strauss seconded and the vote was unanimous in favor.

2. Project Close-Outs – Valerie Jenkins, Town Accountant

Ms. Jenkins had sent out an e-mail concerning projects that may be ready to close out. The first project discussed was Project 2005-09 Fitch's Bridge. A letter received from David Manugian expressing he would like to close out the Fitch's Bridge project and return approximately \$20,000 of the unspent funds to the CPC.

It was reported by Mr. Strauss that Project 2006-11 Basketball Court and Project 2010-01 Field of Dreams should both be ready for close out by June 30, 2011.

It was stated that Millstone project 2011-05 has been extended. Ms. Jenkins had some concerns because she felt the application was very specific to this year's grant cycle. She suggested getting an opinion from Town Counsel.

Mr. Emerson responded to Ms. Jenkins inquiry on Project 2007-13 Nashua Rd. as there seemed to be little progress or money spent recently. According to Mr. Emerson, RFP's have recently gone out and the Housing Authority is waiting on a notice of intent. A recent meeting with Dan Wolfe has provided valuable information and direction.

Project 2011-03 Unkety Brook is technically ready to close out. Negotiations are complete, a check has already been drafted and they are just waiting on the closing date. It was decided to send a close out letter to Mr. Orcutt.

Project 2010-05 Historic Documents is complete. All invoices have been signed and deliverables received. Mr. Roberts will draft a close-out letter.

Mr. Emerson moved we close out Fitch's Bridge project 2005-09 with the balance to be returned to the unallocated reserve (\$19,248.34). Mr. Robert's seconded and the vote was unanimous in favor.

3. Policy Recommendations

A discussion was had on the CPC's role in the application procedure and how to best improve the application process. A major concern was that applicants were not reading the Community Preservation Plan or reviewing the score sheet to ensure they were in compliance. The following are some of the areas suggested for improvement. It was also suggested that the Committee themselves review the CPP and bring feedback and recommendations to the next scheduled meeting.

- Scoring process and prioritizing
- Scheduling and placement of the public hearing
- Possible consequences if applicant has not provided a complete application by deadline
- Joint evaluation of scoring sheet
- A process in place for an applicant to ask for reconsideration

4. Town Meeting

Ms. Perkins reviewed a power point presentation that she has put together for Town Meeting. Mr. Easom also supplied graphs that he had put together showing fund balances and FY2012 forecast. It was decided to use Ms. Perkins presentation as graphs are hard to decipher in black and white.

5. Invoices/Documents

Invoice	Lenox Nursery & Garden Ctr., Inc.	\$7,922	Field of Dreams
Invoice	Lenox Nursery & Garden Ctr., Inc.	\$17.00	Field of Dreams
Invoice#135480-04F	University of Mass. @ Amherst	\$3,500	GCRASM

All invoices were put on hold until further information is received.

Power Point presentation by Carolyn Perkins on budget forecast for FY2012

6. New Business

Mr. Strauss brought up that there may be a new member, as there are two seats up for election on the Parks Commission, and that May 3, 2011 may be his last meeting.

7. Closing

Mr. Hewitt moved to adjourn the meeting. Mr. Strauss seconded. All were in favor and the meeting adjourned at 9:25 PM.

Respectfully Submitted by,
Kathy Miller