

# Groton Community Preservation Committee

## Minutes of Public Meeting of June 7, 2011

**Location:** Town Hall

**Time:** 7:00 PM

**Members Present:** Mike Roberts, Carolyn Perkins (Chair), Dan Emerson, Richard Hewitt, Bob DeGroot (Secretary), Bruce Easom (Treasurer), Laurie Smigelski

**Members Absent:** None

**Guests:** Fran Stanley

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

### 1. Housing Coordinator – Fran Stanley

Fran Stanley was welcomed by the CPC; she is the new Housing Coordinator for the Town of Groton. Fran gave a brief review of what she has been up to since coming aboard. She stated the main goal is to create and retain affordable housing in Town. Fran has been working with Developers with units that are about to come on the Market and spending some time analyzing trends in affordable housing. She stated there is little interest in the 55 and older market and learning curves that need to be overcome for first time buyers. She stressed that there needs to be more education and awareness and long term monitoring. Units need to be advertised better and sites such as MLS utilized as well as creating an education process as financial issues can be daunting in this process. She is hopeful the Housing Trust may be helpful with the financial aspect and welcomes further suggestions from a Round Table discussion that will take place at the Town Hall on June 9<sup>th</sup> at 7:00.

The feedback from the CPC was very positive. Mr. Easom responded that we have had very little feedback in the past and felt encouraged that we are on the right track. Mr. DeGroot added that having an interpreter is beneficial as affordable housing is so complex and this will help to make more understandable to the masses. Ms. Stanley was issued an open invitation to attend meetings and keep the CPC updated on affordable housing progress.

### 2. Wage Budget

Ms. Perkins briefed the Committee on a letter that was received from Town Accountant, Valerie Jenkins. There was an error in original estimates due to wage increases and hours worked by the Housing Coordinator. This has left a deficit in the wage allocation. Ms. Jenkins recommended transferring the sum of \$2,100 from the expense budget into the wage budget. The Committee was in agreement and the following vote was taken.

*Mr. Easom moved that we transfer the sum of \$2,100 from the Committees expense line in the operating budget to the wage appropriation line. Mr. Hewitt seconded. The motion passed with a unanimous vote in favor with Ms. Smigelski abstaining.*

### 3. Election of Officers

*Mr. Emerson nominated Robert DeGroot as Chairman of the Community Preservation Committee. Mr. Easom seconded. The vote was unanimous in favor.*

*Mr. Hewitt nominated Bruce Easom as Vice-Chair of the Community Preservation Committee. Mr. Emerson seconded. The vote was unanimous in favor.*

*Mr. Easom nominated Richard Hewitt as Clerk of the Community Preservation Committee. Mr. Emerson seconded. The vote was unanimous in favor.*

### 4. Kick-Off Letters

Ms. Perkins reviewed the draft kick-off letters with the Committee inviting the FY2012 project applicants to the next scheduled CPC meeting of July 5, 2011. The letters were concluded to be fine with the exception of the July 5<sup>th</sup> date. Some members would be away on vacation, so it was decided to change the date of the next CPC meeting to July 18, 2011. Permission was given to mail the letters to the applicants once the date was changed.

### 5. Review of Draft Community Preservation Plan

Ms. Perkins supplied a copy of the proposed changes to the CPP that the Sub-Committee has been working on. She stated the Master Plan was used as a guideline. The suggestion was made to take it home, spend some time reading and marking up with suggestions. At the next meeting the Draft will be reviewed in more detail.

### 6. Project Updates

**2006-11 Lost Lake Basketball Court** – Ms. Smigelski will get updates at the next Parks Meeting.

**2007-13 GHA-Nashua Rd.** – No progress. They are seeking advice from Bob Pine on expectations that should be placed in the RFP.

**2010-01 Field of Dreams**- Should almost be ready to close out. Ms. Smigelski will get update from Parks.

**2010-03 Communitywide Archaeological Survey** – N/A

**2010-04 Groton Grange** – Mr. Easom read an update letter supplied by Sally Smith. Nashoba Tech has started the handi-cap ramp and work on the front porch. The front porch will be completed this summer however the handi-cap ramp will be completed in the fall when students return back to school.

**2010-05 Historic Document Preservation** – Project is completed, still waiting on a close-out letter.

**2011-03 Unkety Brook Phase II** – Double Check on close-out letter

**2011-04 Communitywide Survey – Agriculture** – N/A

**2011-05 Millstone Project** - No updates`

### 7. Minutes

Mr. Easom moved to accept the minutes of May 3, 2011 as drafted. Mr. Roberts seconded and the vote was unanimous in favor.

Mr. Roberts moved to accept the minutes of April 19, 2011 as amended. Mr. Hewitt seconded and the vote was unanimous in favor.

### 8. Invoices/Documents

Invoice #0004480-IN	Oakfield Research	\$3,614.60	Groton Agriculture Survey
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Groton Grange Update

Groton Agriculture Phase II Survey – Final Draft

Community Preservation Plan – Rough Draft

Kick-off Letters – Rough Draft

## **9. New Business**

Laurie Smigelski the new Parks representative to the CPC was welcomed by the Committee.

## **10. Closing**

Mr. DeGroot moved to adjourn the meeting. Mr. Easom seconded. All were in favor and the meeting adjourned at 8:24 PM.

Respectfully Submitted by,  
Kathy Miller