

Groton Community Preservation Committee Minutes of Public Meeting November 21, 2011

Location: Town Hall

Time: 7:00 PM

Members Present: Bob DeGroot (Chairman), Bruce Easom (Vice-Chair), Dan Emerson, Mike Roberts, Richard Hewitt (Clerk), Carolyn Perkins, Laurie Smigelski

Guests: Sally Smith, George Moore, Fran Stanley

Meeting called to order at 7:05 PM.

1. Housing Coordinator Update – Fran Stanley

Fran Stanley, Housing Coordinator gave an update on the available low income housing available in Groton. She also gave a brief review on the application and lottery process.

The Housing plan was also briefly touched upon. Ms. Stanley reported that the current plan is outdated and there is current discussion going on regarding an update. There was an offer from the producers of the town's "Master Plan", however Ms. Stanley felt this was an expensive route to go. She would rather see that type of money be used as seed money towards a unit. Ms. Stanley acknowledged the need and is seeking a more reasonable solution. She will keep the CPC updated.

2. Groton Grange Update – Sally Smith

Mrs. Smith reported that she had met with Mr. Easom on 11/12/11 for a review of the work done to the front ramp as well as other recent repairs. Mrs. Smith had several invoices to be signed and informed the Committee that these would be the final invoices. There are only a few items left to be repaired, including the front door which should be complete by the end of next week. A spreadsheet was supplied showing money that the Grange has expended, as well as money received through various donations to help complete this project.

Individual invoices were compiled into a single reimbursement form by Mr. Easom. After a brief review, the invoices were signed by the Committee.

3. 2007-13 Nashua Rd.

Mr. Emerson gave a re-cap of a site walk that had taken place the previous weekend with Mr. Emerson, Mr. Easom, Brooks Lyman and Barbara Ganem of the Conservation Commission. It was noted that all the original markers were still in place. A decision was made to have Lisa Larrabe contact Meisner/Brem for a quote on an ANRAD for the section of property that is up front. If a quote comes in under \$2,500 they will use Meisner/Brem and be able to incorporate that information into an RFP for developers. The goal is to close out this project by the end of the year.

4. CPP - Review

It was brought up that Michelle Collete; Town Planner was uncomfortable with the housing plan being referenced in the current Community Preservation Plan. Ms. Perkins elaborated that some of the information is out of date, the economy and requirements have changed and so have the future goals. The Committee discussed if it is necessary to include the housing plan and recreation plans as reference materials. As there has been only one application this year, and little chance these plans are being scrutinized it was decided to leave the plan as is.

5. FY2013 Summary Feedback

Only one summary was submitted for the FY2013 cycle. Mr. DeGroot suggested members take a chance to read through the summary submitted by the Conservation Commission. As in previous years the Commission is seeking \$100,000+/- . The goal has always been to keep the conservation fund between \$750,000-\$1,000,000. With the current market being down there is more chance of properties becoming available. Having adequate money on hand allows the Commission the ability to act fast.

Mr. Roberts had a request that the Conservation Commission be more aware of contacting the Historical Commission on what needs to be protected.

Ms. Perkins suggested some pre-meetings to get other people educated and on board. Possibilities included the NRWA, the Groton Trust and other groups.

Mr. Hewitt was in agreement with Ms. Perkins and believes the more meetings the better. It gives the opportunity to ask questions and hear views that you may be unaware of.

Ms. Smigelski asked if the Commission could identify parcels they are interested in or do they always just request funds. It was explained that identifying certain property and property owners at town meeting isn't a good idea. The money is requested so they can do their negotiations outside of town meeting.

Mr. Emerson and Mr. DeGroot thought it was a well put together summary.

As there was only one summary the question was asked if there was enough advertising, and what the thoughts were on extending the deadline. The opinion was that advertising had taken place in the paper, on the web and cable, and this was more than adequate advertising. Members were not in favor of extending the application deadline as there is already a process in place for this type of thing, and an applicant can always submit an out of sequence application. It was also mentioned that the plus side of so few applications, is it will give bins the opportunity to build themselves up for future applications.

6. Project Updates

2006-11 Lost Lake Basketball Court – Trenches still not dug for underground electrical

2007-13 GHA-Nashua Rd. – See #3 above

2010-01 Field of Dreams- Bids will going out shortly for the fencing as there have been medical problems with the original fencer.

2010-03 Communitywide Archaeological Survey- Close out documents were signed by the Committee.

2010-04 Groton Grange – Once the final report is submitted, project will be ready for close-out.

2011-04 Communitywide Survey – Agriculture – – Phase III is complete and was passed around for review. A final invoice was supplied for signatures.

2012-01 Housing Trust Fund – FY2012 - – N/A

2012-04 Historic Records Restoration, Phase 4 – There has only been one response to the RFQ that went out. Most likely are going to go with Browns River.

2012-05 Prescott Reuse Feasibility Assessment – An architectural firm has been hired. The project is off and running.

2012-08 Rehabilitation for Governor Boutwell House –Mr. Roberts read to the Committee a list of repairs that had already been complete, and repairs that are currently in progress. He also reported some good news...a cultural grant in the amount of \$79,000 had been received.

7. Minutes

Mr. Hewitt moved to accept the minutes of November 1, 2011 as drafted. Mr. Emerson seconded and the vote was unanimous in favor.

8. Financial Update – Bruce Easom

Mr. Easom has met with Valerie Jenkins, Town Accountant and made some small adjustments based on the forecast of actual money that will be received from the DOR. An additional discussion was had regarding the 5% operating expense fund. As steps and wages increase it may be increasingly difficult to pay our necessary expenses, including the CPC administrative assistant, Housing Coordinator, coalition dues and other misc. expenses. A suggestion was made to contact Mark Haddad, Town Manager to see if the Town budget could pick up a portion of the Housing Coordinator’s position. Members were in agreement that it is necessary to incorporate a certain cushion amount in the operating expense account.

9. Invoices/Documents

Invoice # Various	Littleton Lumber	\$2,326.83	Groton Grange
Invoice # N/A	Oakfield Research	\$6,290.00	Agriculture survey
Invoice # N/A	Birchwood Builders	\$5,102.00	Boutwell House

Communitywide Survey, Agriculture – Final Report, Phase III
CPC budget (spreadsheet) – Bruce Easom

10. New Business

Mr. Roberts mentioned that the Historical Society would like to make a sign for the Boutwell house thanking various Committees for their involvement. Ms. Perkins responded that our Committee had signs made and approved by the sign committee. Mr. Roberts asked for a sign that he could bring to the next Historical Society meeting as the historic district may have additional requirements.

11. Closing

Mr. DeGroot moved to adjourn the meeting. Mr. Easom seconded. All were in favor and the meeting adjourned at 9:22 PM.

Respectfully Submitted by,
Kathy Miller