

Groton Community Preservation Committee
Minutes from May 13, 2013 at 7:00pm
Town Hall, 2nd floor conference room

Members Present: Bob DeGroot, Russ Burke, Bruce Easom, Gineane Haberlin, Laurie Smigelski, Richard Hewitt, Dan Emerson

Others Present: Dawn Dunbar, CPC Administrative Assistant

Chairman DeGroot called the meeting to order at 7:03pm.

1. Committee Reorganization

Member Easom nominated Member Hewitt as chairman for one (1) year starting on July 1, 2013. Member Haberlin seconded the motion. The motion carried 5-0-1 in favor with Member Hewitt abstaining from the vote.

Member Easom volunteered to remain as Treasurer for the next year. Chairman DeGroot moved to nominate Member Easom as Treasurer for one (1) year starting on July 1, 2013. Member Haberlin seconded the motion. The motion carried 5-0-1 in favor with Member Easom abstaining from the vote.

Member Easom moved to nominate Member Smigelski as Vice Chair for one (1) year starting on July 1, 2013. Member Emerson seconded the motion. The motion carried 5-0-1 in favor with Member Smigelski abstaining from the vote.

Member Burke arrived at the meeting.

Member Easom moved to nominate Member Haberlin as Clerk for one (1) year starting on July 1, 2013. Member Smigelski seconded the motion. The motion carried 6-0-1 in favor with Member Haberlin abstaining from the vote.

2. Town Meeting Update

Member Burke said that the three (3) CPC articles on the Town Meeting Warrant had all been approved by town meeting vote. He said that the Ledge Rock Fields application produced some additional discussion adding that the Recreation Association had done a good job making a compelling presentation. Member Burke added that the Lowell Road Generator proposal sparked a couple of questions but passed in the end.

3. Project Updates

1. 2010-01 – Field of Dreams – Member Smigelski said that she had placed a call to GELD looking for an update with regard to the gates. She said that because Don Black was no longer serving on the Parks Commission, she would be helping to close out the project.
2. 2012-08 – Boutwell House – Mr. Jon Ott said that they had finished up some touch up painting and installed the stove and sink. He said the wallpaper and flooring were to be done next. Chairman DeGroot asked if they would be ready to close out the project by the end of FY13. Mr. Ott said that they would not be ready by then and would probably need part of the summer to finish. Chairman DeGroot read an update letter provided by Mr. Al Collins who could not be present that evening. *(see attached)*
3. 2013-03 – Conservation Fund – Member Easom said that he had no new news adding that they were expecting the Land Grant reimbursement of \$400K in July.
4. 2013-04 – Fitch’s Bridge – Chairman DeGroot read an update letter from Town Manager Haddad. *(see attached)*

4. Funding Agreements

Chairman DeGroot said that he had asked Ms. Dunbar to draft the funding agreements for the newly approved projects. Chairman DeGroot suggested placing a one (1) year time frame on the Ledge Rock Fields funding agreement. Member Easom said that he would suggest leaving it with the normal five (5) year expiration date and with language

that specified the firm understanding that if the PARC grant was not approved and town meeting voted the revised amount next spring, the money would be returned.

Member Easom also mentioned that letters had been sent out in the past to Project Managers congratulating them on their approved projects and outlining timeframes. Ms. Dunbar said she would look for the template.

5. Ledge Rock Fields

Member Easom said that he was working with Jon Strauss and the use groups on their PARC grant application. He said that he was asked to find out the status of the Natural Heritage Review that was done. He said that Brant Powers at Natural Heritage said there were concerns about the site that might need some mitigation but nothing that would stop the project from moving forward.

Member Hewitt asked when project liaisons were usually assigned. Chairman DeGroot said they could do it right then and there. Member Easom is to be the project liaison for Ledge Rock Fields, Member Haberlin is to be the project liaison for Fitch's Bridge and Member Emerson is to be the project liaison for the Lowell Road Generator Replacement project.

6. Memo from Town Accountant

Chairman DeGroot read a letter given to all Board and Committees with regard to unexpended special articles from Patricia DuFresne, Town Accountant. (*see attached*) Chairman DeGroot asked if a close out letter could be prepared for Field of Dreams. Member Smigelski said that she would work to have the Field of Dreams project completed by June 30th. It was decided, based on Mr. Ott's update, that the Boutwell House Restoration project would remain open for one more fiscal year.

7. Hazel Grove Agricultural Association – Present: Tim Svarczkopf, Jon Ott

Member Haberlin said on a side note that because of a potential conflict of interest for Hazel Grove Agricultural Association members that was recently brought to the Town's attention, members of the Parks Commission, Community Preservation Committee and Agricultural Commission were going to be made Special Municipal Employees at the Selectmen's meeting that night.

Mr. Tim Svarczkopf introduced himself adding that he had chaired the Hazel Grove Committee since its inception. He said that in June 2011, the Parks Commission had appointed a Board to look at Hazel Grove and the Fairgrounds. He said that the seven (7) member committee had been investigating potential uses and revenue streams and had recently created a 72 page report that reflected their findings. He said that they had determined that the best use would be to continue using it as an equestrian park.

Mr. Svarczkopf said that the first potential project they were thinking of presenting to the Committee was for funds to help them place Hazel Grove on the National Registry of Historic Places. The second potential project was to rehabilitate the Fairgrounds property. He said that they were working with Dan Barton of Mauge Associates on a master plan outlining what could go on there. He said that there were infrastructure issues that needed to be dealt with, they would like to bring town water down to the property and put the electrical service underground. Mr. Ott said that there was not a lot of documented information on the park. He said that the Farmers and Mechanics Club ran it as a trotting park between 1854 and 1875. The Town had been "throwing funds at it" since 1940 when the Parks Commission took it over. He said that their goal was to hire a professional historian to research it some more, prior to submitting their application to the State. He added that there had to be more information/images out there. Mr. Svarczkopf said that the history was unwelcoming, given the fact that the reputation of the Fairgrounds was that certain people weren't welcome there. He said that their group was working hard to make sure everyone knew they were welcome. He added that they had worked with an Eagle Scout in town to build a welcome kiosk to be placed on the property.

Chairman DeGroot asked what the Association was looking for. Mr. Svarczkopf said that they would be looking for funds to work on the infrastructure and to help with the fees associated with the application to apply for National Historic Registry status. Member Burke asked about whether or not they had explored the possibility of installing a well instead of bringing town water to the property. Mr. Svarczkopf said there was the possibility of drilling a deep well (there were shallow wells now) but town water was more reliable. Member Smigelski said that they were in the process of obtaining quotes from the Groton Water Department. Member Easom suggested contacting the

Community Preservation Coalition to discuss the potential project. Member Haberlin said that she had spoken with Stuart Saginor of the Community Preservation Coalition at the February presentation in Tyngsboro she had attended.

Chairman DeGroot pointed out that the normal application process would begin in late October early November for a Spring 2014 town meeting vote and urged them to think about applying for funds.

8. Minutes

Member Burke moved to approve the minutes of 3/25/13 as written. Member Hewitt seconded the motion. The motion carried unanimously.

Member Easom moved to approve the minutes of 4/8/13 as amended. Member Haberlin seconded the motion. The motion carried unanimously.

9. Summer Meeting Schedule

Member Emerson moved to approve the once a month meeting schedule beginning May 2013 and running through August 2013. Member Haberlin seconded the motion. The motion carried unanimously.

10. Budget Update

Member Easom talked about the housing coordinator position. He said that he contacted the Coalition and found out that the Affordable Housing Trust could write a job description that satisfies DOR's requirements and they could apply annually for CPA funds to cover the position, thus eliminating it from the CPC admin budget. He said that any work performed outside of Chapter 44B would have to be funded differently. He reminded the committee that this was being discussed in an effort to reduce the hours due to the 26% cap on funds. He added that the Community Housing bin had money and it was a good idea to use some of that money for this position. Chairman DeGroot said that it would put structure into the position and limit the amount of money coming out of the admin budget. Member Easom said there would be greater flexibility for the CPC. Member Burke said that it would free up money in the admin budget. Member Easom said that Stuart Saginor was going to get him some names of communities that are currently doing this.

Member Hewitt moved to adjourn the meeting at 8:32pm. Member Smigelski seconded the motion. The motion carried unanimously.

Respectfully submitted,

Dawn Dunbar
CPC Administrative Assistant