

Groton Community Preservation Committee
Minutes from January 11, 2016 at 7 pm
Town Hall, 2nd Floor Meeting Room

Members Present: Richard Hewitt, Mike Roberts, Bob DeGroot, Russ Burke
Not Present: Bruce Easom, Dan Emerson, Matt Frary
Others Present: Steve Lieman, Al Collins

The meeting was called to order by Chair Russ Burke at 7:05 pm. The Town is presently interviewing to hire a new interdepartmental assistant who will provide administrative support to this Committee. Russ Burke sat in on some interviews related to this prospective hire. The Committee received a January 6, 2016 FOIA request for certain public documents. Committee members directed Fran Stanley to provide a copy of the Old Groton Meetinghouse application which is the only current application that meets the FOIA scope.

Committee members reviewed and signed off on a notice of costs related to the housing coordinator position (health insurance and Medicare taxes) that will be transferred from CPC accounts by the Town Accountant in a journal entry.

Steve Lieman and Al Collins were both present from the Old Groton Meetinghouse project. Al Collins provided the update. At this point, the project is being planned and there have been meetings with various contractors to explore costs and find the recommended course of action for accomplishing the needed repairs. The architect has been working on final project plans. The project is going out to bid mid-January and a choice of contractor may be made by mid-February. That contractor may be expected to start work by mid-March.

Al Collins has drawn up a project budget with the most recent version of that budget dated today. For project components, Al Collins pointed out that soft costs are segregated on the left side of the ledger. CPA funding can fund soft and hard (construction) costs whereas Historic grants can only pay hard costs. Some private donors can fund either cost. Hope to have project completed in June, 2016. Two invoices for Al Collins' time as well as the architect's services related to this project were reviewed and approved by Committee members.

Richard Hewitt moved to approve the October 26, 2016 minutes as drafted. Bob DeGroot seconded and the motion carried 4:0 (Bruce Easom, Dan Emerson and Matt Frary absent).

Mike Roberts moved to approve the November 23, 2016 as drafted. Bob DeGroot seconded and the motion carried 4:0 (Bruce Easom, Dan Emerson and Matt Frary absent).

Committee members reviewed the 2014 annual report and decided to use the same format to report on 2015. Fran Stanley will make those changes. Richard Hewitt asked for recent close outs to be reviewed in order to form an accurate 2015 annual report.

Complete applications are due on January 22, 2016 and the next CPC meeting will be Monday, January 25, 2016 at 7 pm.

Bob DeGroot moved to adjourn the meeting at 7:58 pm. Mike Roberts seconded and the motion carried 4:0 (Bruce Easom, Dan Emerson and Matt Frary absent).

Notes by Fran Stanley