



**TOWN OF GROTON**  
173 Main Street  
Groton, MA 01450

**Community Preservation Committee**  
Carolyn Perkins - Planning Board  
Bruce Easom - Conservation Comm.  
Daniel Emerson - Housing Auth.  
Robert DeGroot – Historical Comm.  
Richard Hewitt - at large  
Michael Roberts - at large

## MEETING MINUTES

Date: Monday, July 25, 2016  
Time: 7:00 PM  
Location: 2<sup>nd</sup> Floor Meeting Room, Town Hall  
Members Present: Richard Hewitt, Robert DeGroot, Mike Roberts, Daniel Emerson, Bruce Easom, Carolyn Perkins  
Others Present: Robin Eibye

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The meeting was called to order by Interim Chairman, Robert DeGroot promptly at 7:00 p.m.

### ANNUAL BOARD REORGANIZATION

**Robert DeGroot opened the nomination for the Chairman. Richard Hewitt nominated Mr. DeGroot. Michael Roberts seconded and the motion carried 4:0. (Dan Emerson, absent; Robert DeGroot, abstained)**

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**Robert DeGroot opened the nomination for Vice Chairman. Bruce Easom was nominated. Carolyn Perkins seconded and the motion carried 5:0. (Dan Emerson, absent)**

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**Mr. DeGroot opened the nomination for Treasurer. Bruce Easom volunteered. The motion carried 4:0. (Dan Emerson, absent; Bruce Easom, abstained)**

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**Mr. DeGroot opened the nomination for Secretary/Clerk. Carolyn Perkins volunteered. The motion carried 4:0. (Dan Emerson, absent; Carolyn Perkins, abstained)**

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### 2016-03 FIRST PARISH/OLD MEETING HOUSE PROJECT

Al Collins said the project has been progressing rapidly over the past couple of months and is moving along beautifully. Mr. Collins noted that the bell tower has had structural steel beams and bracing installed in the areas where beams had slightly shifted. In working on the bell tower to replace a rotted timber, additional damage of rot that needs to be addressed was discovered. Engineers performed density testing throughout the bell tower beams in all areas that may have been susceptible to water. It was discovered that rotted roof boards, some main post rot and a number of bell tower roof/floor rafters need to be replaced. The work is extensive and expensive. Now that more work needs to be done at additional expense, Mr. Collins proposed to do this extra work as part of Phase 1 because it's less expensive as part of Phase 1A due to the scaffolding already being in place. Mr. Collins noted that funding and cash flow is the issue.

Daniel Emerson joined the meeting at 7:13pm.

A discussion ensued about the original warrant article and the project staying within the scope. Bruce Easom read the approved warrant article. A discussion ensued about CPC allocations. Mr. Collins confirmed that the total cost of the project is now expected to exceed CPC allocations and that the difference will be paid by or funded solely by the First Parish Church/Meeting House.

**Carolyn Perkins moved to approve a change in phasing as within the scope of the original project. Dan Emerson seconded and the motion carried unanimously 6:0.**

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## **2016-04 BASKETBALL COURTS PROJECT**

Continued to next meeting on August 8, 2016.

## **2017-02 MIDDLE SCHOOL TRACK PROJECT**

Jon Strauss provided an update stating that the paving has been completed and the project is moving along quickly. A discussion ensued about shared expenses with Dunstable and how to proceed with payment. Patricia Dufresne and Tom Orcutt were present and participated in the discussion. It was decided that Groton will pay their portion of expenses and forward along to Dunstable to pay the remaining balance. Mr. Strauss noted that Steve Byrne requested additional materials to complete the rehabilitation of the track and field. The amount requested was \$1,850.

## **BUDGET UPDATE**

Patricia Dufresne discussed unexpended special articles and remaining balances, and noted a letter is required to close out the funds for completed projects.

It was discussed and agreed that close out letters would be sent to the following projects:

- ADA Open Space: Project Manager, Michelle Collette.
- Driving Range
- Sargisson Beach
- Accessible Trails
- Mile Stone Markers

Bruce Easom noted that it's still unknown whether or not there will be a state surplus of funds.

## **WILLIAMS BARN UPDATE**

Leo Wyatt introduced himself and referenced the Williams Barn structural report provided by Groton Engineering, LLC. He said the wall is in imminent danger of collapse, and pointed out paragraph two on page two of the report where it states, "This wall is in imminent danger of collapse". Mr. DeGroot explained the application process and how to proceed. Mr. Easom asked Mr. Wyatt for his recommendation on how to repair the wall. Mr. Wyatt noted he is in favor of option #2, which is to remove the wall, install footings and columns then replace the wall. Mr. Wyatt confirmed that the wall is stable for the short term. Mr. Easom said he would like the application submitted by September 1, 2016. Mr. Wyatt noted that the project is expected to cost between \$30K and \$40K.

**Carolyn Perkins moved that the Williams Barn application meets the criteria for an out of cycle application. Bruce Easom seconded and the motion carried unanimously 6:0.**

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## **FY2017 PROJECT REVIEW**

- 2017-01 HOUSING COORDINATOR
  - CPC liaison is Daniel Emerson
- 2017-02 GROTON MIDDLE SCHOOL TRACK
  - CPC liaison is Carolyn Perkins
- 2017-04 GHC MONUMENTS RESTORATION
  - CPC liaison is Robert DeGroot
- 2017-05 Friends of Prescott
  - CPC liaison is Bruce Easom
- 2017-07 Williams Barn
  - CPC liaison is Bruce Easom

## **KICK-OFF MEETING**

It was agreed that the Kick-Off Meeting will take place on Monday, August 8, 2016, at 7:00pm.

## **2016/2017 PLAN UPDATES**

Continued to August 8, 2016.

## **GENERAL DISCUSSION**

A discussion ensued about Gineane Haberlin's resignation and the need to send a letter to the Parks Commission requesting they nominate a liaison to the CPC.

Carolyn Perkins left the meeting at 8:40 pm.

## **MINUTES**

Draft minutes from May 9, 2016, July 7, 2014, May 5, 2014, March 31, 2014, March 10, 2014, January 13, 2014, and November 18, 2013, were reviewed.

**Bruce Easom moved to accept the May 9, 2016, July 7, 2014, May 5, 2014, March 31, 2014, March 10, 2014, January 13, 2014, and November 18, 2013, minutes as written. Richard Hewitt seconded and the motion carried unanimously 5:0. (Carolyn Perkins, absent)**

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**Richard Hewitt moved to adjourn the meeting at 8:55 p.m. Michael Roberts seconded and the motion carried.**

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Respectfully submitted by Robin Eibye, Executive Assistant

**APPROVED: SEPTEMBER 12, 2016**

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