



TOWN OF GROTON

173 Main Street
Groton, MA 01450

Community Preservation Committee

Robert DeGroot, Chair - Historical Comm.
Timothy Siok – Parks Comm.
Carolyn Perkins - Planning Board
Bruce Easom - Conservation Comm.
Daniel Emerson - Housing Auth.
Richard Hewitt - at large
Michael Roberts - at large

MEETING MINUTES

Date: Monday, November 28, 2016
Time: 7:00 PM
Location: 2nd Floor Meeting Room, Town Hall, 173 Main Street
Members Present: Richard Hewitt, Robert DeGroot, Bruce Easom, Carolyn Perkins, Mike Roberts, Daniel Emerson
Absent Members: Timothy Siok
Others Present: Robin Eibye

The meeting was called to order by Chairman, Robert DeGroot at 7:06 p.m., and the agenda was reviewed.

The agenda was amended to provide the verbal feedback regarding 2016-2017 two page required summaries at 7:20 p.m. instead of 7:30 p.m. as posted.

2017-02 GDRSD TRACK UPDATE

Tom Orcutt said the project is complete and expects to close out the project at the next CPC meeting on Monday, December 12, 2016.

2017-07 WILLIAMS BARN UPDATE

Leo Wyatt and Tom Delaney were present. Mr. Delaney provided an update on the project said the project is currently on track to be completed by spring 2017. Mr. Hewitt asked if there are any concerns with safety. Mr. Orcutt said there are no safety concerns. Bruce Easom recommended that Mr. Delaney notify the State Registry of Historic Buildings of the work that is proposed. Committee members voiced their support of Mr. Easom's request. Mr. Delaney agreed.

VERBAL FEEDBACK: 2016-2017 TWO-PAGE RQUIRED PROJECT SUMMARIES

○ 2018-01 HOUSING COORDINATOR

Applicant, Mark Haddad was not present. Bruce Easom said the Committee previously talked about a review process so that the scope of work is consistent with the requirements of the CPC and to determine if there's a need to cost share.

Richard Hewitt agreed that the Committee previously talked about a review process and noted that there may have been some kind of an agreement with Town Manager, Mark Haddad to cover Robin Eibye's time in exchange for Fran's time. Mr. Hewitt said he would like to see an annual update from the Housing Coordinator. Daniel Emerson said the two-page application meets CPC requirements. Carolyn Perkins asked Fran Stanley how many hours weekly are covered. Ms. Stanley confirmed that 25 hours a week are covered by CPC funds. A discussion about affordable housing ensued. Robert DeGroot said he had no additional

comments and asked Mr. Easom if he would like to add anything. Mr. Easom said he would like to send the Housing Coordinator position description to the coalition for review.

- **2018-02 BADDACOOK POND**

Applicant, James Luening was present. Robert DeGroot suggested breaking the three year request into three separate requests to be more cost effective. He also recommended adjusting the numbers and providing an overview with a detailed plan mentioning that this is the first of a three year request. Carolyn Perkins asked that Mr. Luening update the application to identify and include all organizations involved. Tom Orcutt said the Board of Water Commissions supports the application and confirmed he will help guide the project. Daniel Emerson thought it's a worthy project and suggested Mr. Luening include letters of support with the final application. Richard Hewitt commended Mr. Luening on his tenacity. Mr. Hewitt encouraged Mr. Luening to plead his case for a one year contract vs. a three year. Michael Roberts asked if all three applications would be required for the project to be successful. Mr. Roberts recommended that the applicants consider contingencies if the CPC is unable to fund all three years. Bruce Easom thanked Mr. Luening for submitting the application and mentioned that if the application is approved, it would fall in the "Open Space" category.

- **2018-03 COW POND SAFETY IMPROVEMENTS & TRACK**

Evan Boucher, Chairman of the Parks Commission was present. Michael Roberts said the application is put together nicely and provided no further comments. Richard Hewitt noted his concerns with safety and traffic issues. Mr. Hewitt asked how many parking spaces will be provided. Mr. Boucher said he will confirm the spaces marked in the plan and include this information in the final application. Mr. Hewitt asked if the walking trail is the best option, and said maybe smaller trails leading together may be an option. Mr. Hewitt went on to discuss safety concerns with parking and the baseball fields. Mr. Hewitt suggested splitting the application into two or three components due to the large price tag. Daniel Emerson asked if they thought about having engineering assessments. A discussion ensued about expected costs. Fran Stanley thought that the cost of physically moving the earth is quite costly, and noted that the walking track cost estimate totaled \$140K alone. Carolyn Perkins noted that this is an excellent project and agreed that breaking the application down into two or three phases would be best. She also encouraged Mr. Boucher to research available grants to help fund the project. Mr. DeGroot echoed the same concerns and supported the recommendation to break the project down into phases. Mr. DeGroot ended by saying this project would be extraordinarily valuable to the Town. Mr. Hewitt said he's still not clear on costs and asked for clarification on costs in the application. Bruce Easom thought the application was well done.

- **2018-04 GROTON LIBRARY ENTRANCE**

Applicant, Vanessa Abraham was present. Ms. Abraham provided a brief overview of the proposed project. Daniel Emerson said the project is worth the investment and suggested getting letters of support and including them with the application. Carolyn Perkins believed this would be a great use of historical funds. Robert DeGroot said he fully supports the application and noted procurement laws would need to be followed.

- **2018-05 GROTON LIBRARY BUILDING**

Applicant, Vanessa Abraham was present. Daniel Emerson thought the project was worth pursuing. Carolyn Perkins recommended that a management plan be included with the application. Mr. DeGroot commented that the proposed project was not considered maintenance but restoration. Michael Roberts asked if the structural engineer would provide a cost estimate. Richard Hewitt mentioned concerns with funding and inquired as to why the project was divided into phases.

- **2018-06 GROTON CEMETERY ASSOCIATION**

Applicant, Tom Hartnett was present and provided an overview of the proposed project. Bruce Easom said at first look he believes the project may be considered maintenance, which will not qualify under CPC guidelines. A brief discussion ensued and the Committee agreed to submit the information to the coalition for review and clarification. Robert DeGroot explained that there are clear guidelines that the Committee must adhere to. Mr. Hartnett voiced his dismay and thanked the Committee for their consideration.

○ **2018-07 NATIONAL REGISTER NOMINATION**

Applicant, Michael Laterz and Alvin Collins were present. Mr. Collins explained the project is to fund a consultant who will process the paperwork required so that the First Parish Church/Meeting House would be placed on the National Register of Historic Places. Michael Roberts mentioned that the quote was a good price. Richard Hewitt questioned why the Groton Historical Commission was named as the applicant and not the First Parish Church. Mr. Hewitt stated that restrictions are associated with being on the National Register and wanted to be certain the applicants understood such. Bruce Easom inquired about the Historical Districts Register. Mr. Laterz replied that although they are interested in the Historical Districts Register, they decided to pursue the National Register of Historic Places first.

○ **2018-08 CONSERVATION FUND FY18**

Applicant, Takashi Tada was present and provided an overview of the request. Richard Hewitt recommended that a dollar figure be included in the application. Mr. Tada said the plan is to have a number established and included in the first draft application. Daniel Emerson said it the project fits in with the four corners. Carolyn Perkins said she supports the application. Robert DeGroot said the application is developing nicely and had no additional comments to add.

○ **2018-09 PRESCOTT SCHOOL RESTORATION**

Applicant, Mary Jennings was present and provided an overview of the project to update the Prescott School gymnasium and stage area. Daniel Emerson believed the project falls within the CPA's four corners. A discussion ensued about indoor recreation and how it does not meet CPC guidelines. Michael Roberts advised Mary Jennings to research the coalition to determine if it the project would fall within the four corners. Carolyn Perkins mentioned that the Town should be listed as a co-applicant on the application. Robert DeGroot said the Committee will need to confirm that the project falls within the four corners of the coalition. Mr. DeGroot recommended prioritizing the overall spending within the project and inquired if the project can this be broken down into phases. Richard Hewitt shared Ms. Perkins concerns that the Town should be listed as co-applicant. In addition, Richard Hewitt mentioned his concerns with renovating the building before it's determined the final use of the building. Committee members shared the same concerns.

○ **2018-10 GROTON HERALD ARCHIVE**

Applicant, Russell Harris was present and provided an overview of the proposed project. Mr. Harris said there's historic value in archiving the Groton Herald. Daniel Emerson asked Mr. Harris if other towns have used coalition funds for similar projects. Mr. Harris said he recently applied for additional funding from the Bruce Anderson Foundation. Carolyn Perkins said investigation is needed due to the fact that she has not seen projects similar in nature before this one. Ms. Perkins asked for clarification on the project as the Groton Herald is a privately owned business. Mr. Russell said he would transfer copyrights over to the Town. Daniel Emerson suggested that Mr. Harris research and compile what it cost other towns for similar projects. Mr. DeGroot recommended that Mr. Harris read the CPC Plan and familiarize himself with its content. In addition, Mr. DeGroot proposed for Mr. Harris go to Community Preservation Coalition website and review the list of projects for similar projects. The Committee invited Mr. Harris to attend the next CPC meeting on December 12, 2016, with a better understanding of the reality of something like this being funded. Bruce Easom said they

need to make a determination on Historic Commission and whether or not the newspapers qualifies as historic. Michael Roberts said Mr. Easom's point is valid and suggested that Mr. Harris be creative and make a case as to why it's important that copies of the Groton Herald be archived. Richard Hewitt suggested that the library be listed as a co-applicant. Daniel Emerson recommended that Mr. Harris review the CPC master plan to see where this project would fall.

PROJECT UPDATES

Michael Roberts said he currently has two vendors that submitted cost estimates to repair three of the slate Oliver Prescott Milestones. He also noted that the material used to repair the milestones are weather and temperature sensitive so the repairs would need to wait until spring.

NEW/OLD BUSINESS

Mr. Easom provided updates on the budget and state match funds to the Committee. Noting that this year's match is the lowest on record. A discussion ensued about the Sustainable Budget Committee and the possibility they make recommend eliminating the CPC.

Carolyn Perkins provided the Committee with the proposed rewording of the Bylaws and noted that any changes would require a hearing. The Committee agreed to discuss the rewording at the next meeting on December 12.

MINUTES

Draft minutes from November 14, 2016, were reviewed.

Richard Hewitt moved to accept the November 14, 2016, minutes as written. Bruce Easom seconded and the motion carried 6:0 (Timothy Siok, absent)

Daniel Emerson moved to adjourn the meeting at 9:12 p.m. Bruce Easom seconded and the motion carried.

Respectfully submitted by Robin Eibye, Executive Assistant

APPROVED: December 12, 2016
