



TOWN OF GROTON
173 Main Street
Groton, MA 01450

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

CPC MEETING MINUTES

Date: Monday, May 22, 2017
Time: 7:00 PM
Location: 2nd Floor Meeting Room, Town Hall, 173 Main Street
Members Present: Robert DeGroot, Bruce Easom, Daniel Emerson, Mike Roberts, Richard Hewitt, Carolyn Perkins
Absent Members: Timothy Siok
Others Present: Robin Eibye, Executive Assistant

The meeting was called to order at 7:05 p.m.

2018 COMMUNITY PRESERVATION PLAN

The 2017/2018 CPA Schedule was reviewed and the Board agreed to the following schedule:

- o 2017-2018 Community Preservation Plan released by: **September 21, 2017**
- o Submission of the two-page Required Project Summary (RPS): **November 2, 2017**
- o Verbal Feedback regarding RPS: **November 13, 2017**
- o Deadline for Complete Draft Proposals submitted to CPC no later than 4:00pm on **January 18, 2018**
- o Public Hearing to discuss feedback on CDPs: **February 12, 2018**
- o Written feedback to be provided to Applicants: **February 26, 2018**
- o Deadline for Final Proposal no later than **4:00 p.m. on March 15, 2018**. No further changes accepted.
- o Final Vote – Deliver Recommendations for Town Warrant by: **March 26, 2018**
- o Vote at Spring Town Meeting: **April 23, 2018**

The DRAFT version of the 2017-2018 Groton Community Preservation Plan was reviewed and a discussion ensued about highlighting CPC funded projects. The Committee agreed to add a comment stating that proponents are required to attend Town Meeting and be prepared to present on their proposed project.

A discussion about Terms of Service ensued, and it was confirmed that updates to the CPP will be needed after the annual reorganization. Dan Emerson agreed to update the CPP and the DRAFT will be reviewed again at the next CPC meeting on Monday, June 12, 2017.

CPC BUDGET

Bruce Easom reviewed the Community Preservation Act FY 2018 Revenue Forecast and the Community Preservation Act FY 2018 Expenditure Forecast handouts with the Committee. (See attached) A brief discussion ensued about FY 2019 funding and the possibility the Committee will not accept project applications for FY 2019. The discussion was continued to the next meeting.

ONGOING PROJECT UPDATE

- 2015-04 Milestone Restoration is complete.
- 2016-03 Old Meeting House
 - The project will be complete pending installation of the weathervane.
- 2016-07 Milestone Engraving
 - The project is expected to be completed by the end of the summer.
- 2017-05 Friends of Prescott
 - Bruce Easom said the project is moving slowly.
- 2017-04 GHC Monuments Restoration.
 - Michael Roberts said the 53 monuments will be repaired this summer.
- 2017-07 Williams Barn
 - Bruce Easom confirmed that Tom Delaney is working on the project. Robin Eibye will request an update from Mr. Delaney.

2018 PROJECT KICK OFF MEETING

The Committee agreed to hold the Project Kick-Off Meeting on Monday, June 12, 2017.

2018 project liaison assignments are as follows:

- 2018-01 Housing Coordinator – no liaison required
- 2018-02 Baddacook Pond – Richard Hewitt
- 2018-04 Groton Library Entrance – Carolyn Perkins
- 2018-05 Groton Library Building – Carolyn Perkins
- 2018-07 National Register Nomination, First Parish Church – Robert DeGroot
- 2018-08 Conservation Fund FY18 – Bruce Easom
- 2018-09 Prescott School Restoration – Bruce Easom

A discussion ensued and the Committee agreed that the Prescott School Restoration and the National Register Nomination for First Parish Church projects will both require a Memorandum of Agreement.

BOYNTON MEADOWS PROJECT

A discussion ensued about the Boynton Meadows Project and the letter dated April 6, 2017, from the Affordable Housing Trust to Mount Laurel Development, LLC., demanding that the \$400,000 investment in the project be returned. Carolyn Perkins said that an executive session meeting was held last week and the BOS are working on the issue.

TOWN MEETING OUTCOME

It was confirmed that on Monday, May 1, 2017, all CPC applications were approved at Town Meeting.

MINUTES

Draft minutes from April 10, 2017, were reviewed.

Richard Hewitt moved to accept the April 10, 2017, minutes as written.

Dan Emerson seconded and the motion carried 6:0

Bruce Easom moved to adjourn the meeting at 8:55 p.m., Michael Roberts seconded and the motion carried 6:0

Respectfully submitted by Robin Eibye, Executive Assistant

APPROVED: MONDAY, JUNE 12, 2017

Community Preservation Act FY 2018 Revenue Forecast

	Community Housing	Historic	Open Space & Recreation	Unallocated Reserve	Total
Year-End FY2017	\$ 398,993	\$ 9,498	\$ 24,417	\$ 199,817	\$ 632,725
Local Surcharge	\$ 55,000	\$ 55,000	\$ 55,000	\$ 385,000	\$ 550,000
State Match *	\$ 9,900	\$ 9,900	\$ 9,900	\$ 69,300	\$ 99,000
Interest	\$ 100	\$ 100	\$ 100	\$ 700	\$ 1,000
Total	\$ 463,993	\$ 74,498	\$ 89,417	\$ 654,817	\$ 1,282,725

* State match expected on 15 November 2017

FY2016 actual local surcharge revenue \$631,092

FY2017 actual state match \$183,341

Community Preservation Act FY 2018 Expenditure Forecast

	Community Housing	Historic	Open Space & Recreation	Unallocated Reserve	Total
Available in FY18	\$ 463,993	\$ 74,498	\$ 89,417	\$ 654,817	\$1,282,725
Admin Expenses				(\$10,000)	(\$10,000)
Surrenden Farm			(\$80,000)	(\$396,722)	(\$476,722)
Housing Coord	(\$43,506)				(\$43,506)
Baddacock Pond				(\$200,000)	(\$200,000)
Library Entrance		(\$15,000)			(\$15,000)
Library Building		(\$5,000)			(\$5,000)
First Parish		(\$7,800)			(\$7,800)
Conservation Fund				(\$25,000)	(\$25,000)
Prescott School		(\$15,350)			(\$15,350)
Total	\$ 420,487	\$ 31,348	\$ 9,417	\$ 23,095	\$484,347