



TOWN OF GROTON
173 Main Street
Groton, MA 01450

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

CPC MEETING MINUTES

Date: Monday, July 10, 2017
Time: 7:00 PM
Location: 2nd Floor Meeting Room, Town Hall, 173 Main Street
Members Present: Bruce Easom, Mike Roberts, Richard Hewitt, Carolyn Perkins, Robert DeGroot, Timothy Siok
Absent Members: Daniel Emerson
Others Present: Robin Eibye, Executive Assistant

The meeting was called to order at 7:01 p.m.

COWPOND PROJECT DISCUSSION

Tim Siok provided the Committee with the handout "Town of Acton Community Preservation Plan" which was dated September, 2016. Mr. Siok explained that the Town of Acton funded the installation of an irrigation well project to maintain town fields, and he asked the Committee if it's a possibility the CPC could/would fund this type of project at the Cow Pond Fields in Groton.

Richard Hewitt said he felt the project would fall within the parameters of the CPC; however, the CPC is contemplating not accepting applications next year due to limited funding.

Mr. Siok said the project is expected to cost approximately \$40K. He went on to say that the youth groups that utilize the fields would be expected to contribute to the cost of the project. Mr. Siok confirmed that the Parks Commission would contribute to the costs as well.

It was agreed that Tim Siok will write a letter to Mark Haddad describing the project and requesting an interpretation of whether or not the project would meet CPC criteria.

2018-02 BADDACOOK POND

Jim Luening was present. CPC Liaison, Richard Hewitt said changes have occurred with the project since the original proposal was submitted. Mr. Hewitt explained that there was a misunderstanding regarding the Water Department's offer to provide \$10K per year toward the project, and it was recently confirmed that the Water Dept. agreed to fund a \$10K maintenance contribution after the first three years.

James Luening provided Committee members with a handout titled “Baddacook Bid Award” (see attached) and provided an overview of the project budget.

Michael Roberts asked Mr. Luening if project volunteers would be insured. Mr. Luening wasn’t certain and said he would discuss with Mark Haddad.

Bruce Easom asked what cost monitoring system will be used to be certain to not to overspend and meet budget. Mr. Luening said progress reports would be made regularly available and that he is closely monitoring all project costs.

Carolyn Perkins asked that all project progress reports be forwarded to the Committee for review. Mr. Luening agreed.

2017-2018 COMMUNITY PRESERVATION PLAN REVIEW

Continued to future meeting due to Dan Emerson’s absence.

CPC MARKETING AND SIGN PLACEMENT

Michael Roberts said he would like to see the CPC signs used to market CPC funded projects. The Committee discussed marketing the following projects:

- Basketball Courts – Tim Siok agreed to install the CPC sign
- Fitch’s Bridge – Tim Siok agreed to install the CPC sign
- Surrendon Farms – Bruce Easom agreed to install the CPC sign
- Sargisson’s Beach – TBD
- John Tinker Trail – TBD

Carolyn Perkins suggested the CPC write a letter to the Sign Committee requesting approval to hang CPC signs at CPC funded projects.

CPA BUDGET UPDATE

Bruce Easom provided a handout titled “Budget Disappointment for CPA” to the Committee and proceeded to read it aloud. (see attached)

A discussion ensued about CPA Trust Fund Deposits from the Registry of Deeds.

Richard Hewitt suggested that Accepting FY19 Project Applications be added to the next agenda.

Bruce Easom provided an overview of Groton’s FY2018 Form CP-2 Forecast by Transaction.

A discussion ensued about placing the CPC process on hold for a year. The Committee agreed to discuss FY19 Project Applications at the next CPC meeting.

NEW/OLD BUSINESS

Boynton Meadows

Robert DeGroot asked what the Committee can learn from the mishap with the project. A discussion ensued about using CPC funds for investments vs. goods and services. Mr. DeGroot

asked if the Committee should consider amending the application moving forward. Mr. DeGroot suggested that the question, "Is there any risk associated with this project?" be added to the project application.

It was agreed that a representative from the Affordable Housing Trust attend a CPC meeting to discuss risk and what, if anything, the CPC could have done differently.

The Committee agreed to add a Risk Discussion to the next CPC agenda to discuss risks associated with project applications.

MINUTES

Draft minutes from June 12, 2017, were reviewed.

Richard Hewitt moved to accept the June 12, 2017, minutes as written.

Michael Roberts seconded and the motion carried 6:0. (Dan Emerson, absent)

Carolyn Perkins moved to adjourn the meeting at 8:55 p.m., Michael Roberts seconded and the motion carried 6:0. (Dan Emerson, absent)

Respectfully submitted by Robin Eibye, Executive Assistant

APPROVED: AUGUST 28, 2017
