



TOWN OF GROTON
173 Main Street
Groton, MA 01450

Community Preservation Committee
Carolyn Perkins, Chair & Planning Board
Timothy Siok – Park Commission
Bruce H. Easom – Conservation Commission
Robert DeGroot – Historical Commission
Daniel Emerson - Housing Authority
Richard Hewitt - at large
Brooks Lyman - at large

MEETING MINUTES

Date: Monday, 23 July 2018
Time: 7:00 PM
Location: 2nd Floor Meeting Room, Town Hall, 173 Main Street
Members Present: Robert DeGroot, Bruce H. Easom, Richard Hewitt, Brooks Lyman and Carolyn Perkins
Absent Members: Daniel Emerson and Timothy Siok
Others Present: Dawn Dunbar

The meeting was called to order by Chair, Carolyn Perkins at 6:33 p.m.

CPC ADMINISTRATIVE ASSISTANT REPLACEMENT PROCESS

The Committee discussed the process by which the new CPC Administrative Assistant was interviewed and chosen. The Committee believes that the process used did not give the CPC sufficient chance to weigh in on the selection of the new CPC Administrative Assistant.

HOUSING PARTNERSHIP COORDINATION MEETING

Carolyn Perkins described her efforts along with Fran Stanley and others to set up a housing partnership coordinating meeting.

CPC BILLS

The CPC reviewed two bills. The first was for the Installation of aerating system at Duck Pond for \$25,458 and the second was for water quality testing at Duck Pond for \$905. Both invoices received a minimum of four signatures from members of the CPC.

PROJECT REPORTS - BADDACOOK POND RESTORATION PROJECT

Richard Hewitt reported that there is a new Baddacook Pond contractor working on the project and the project is underway.

PROJECT REPORTS – JD POOR MURALS PROJECT

Carolyn Perkins reported that the JD Poor mural project is underway. The project manager is interviewing companies to prepare murals for moving.

PRESCOTT SCHOOL PROJECT FUNDING CHANGE REQUEST

Dawn Dunbar, the Assistant to the Town Manager, presented a request from the Town Manager who was unable to be in attendance. The Town Manager (who is also the Project Manager for the three Prescott School Restoration CPA projects) is requesting that all unexpended funds from the FY2017-05 and FY2018-09 Prescott

School projects be used toward the immediate need to bring the building up to code. Specifically, for adding a fire door between the gymnasium and middle floor hallway and making the ramp into the bottom floor ADA compliant. The fire door is a building code requirement so that the gymnasium can be used for assemblies and classes. The ramp allows the bottom floor to be used for classes. The Town Manager is also requesting that \$25,814 from the FP2019-03 project also be used for these items. Having these fire safety and accessibility items completed by August 2018 will allow the building to be used as a multi-use public building.

Carolyn Perkins moved to allow money left from FY2017-05 and FY2018-09 to fund the request for additional safety and accessibility work at Prescott School as described in the email from Mark Haddad dated 23 July 2018 as the CPC believes that this work falls within the four corners of the original request for FY2017-05, FY2018-09 and FY2019-03. Furthermore, \$25,814 from FY2019-03 will be reallocated for this purpose. Robert DeGroot seconded and the motion. The motion carried 4:0:1 (Robert DeGroot, Richard Hewitt, Brooks Lyman and Carolyn Perkins voting in the affirmative; Bruce H. Easom, abstaining; Dan Emerson, absent; Timothy Siok, absent)

The CPC requested clarity on expenditures to date on projects FY2017-05 and FY2018-09.

Richard Hewitt moved to approve the meeting minutes for 11 June 2018 as amended (Carolyn Perkins is the Housing Coordinator liaison, not Bruce H. Easom as was written in the draft). Brooks Lyman seconded the motion. The motion carried by unanimous vote.

FALL TOWN MEETING WARRANT

Carolyn announced the warrant for the fall and special town meetings are now open and closes 2 August 2018.

Brooks Lyman moved to adjourn the meeting at 8:40 p.m. Robert DeGroot seconded and the motion carried by unanimous vote.

Respectfully submitted by Bruce H. Easom, Treasurer, Community Preservation Committee

APPROVED: AUGUST 27, 2018
