



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, March 25, 2019
Time: 7:00 PM
Location: Town Hall, 1st Floor Meeting Room, 173 Main Street
Members Present: Carolyn Perkins, Daniel Emerson, Brooks Lyman, Robert DeGroot, Bruce H. Easom and Richard Hewitt
Absent Members: Timothy Siok
Others Present: Olin Lathrop

The meeting was called to order by Chair, Carolyn Perkins at 7:01 PM. Robert DeGroot arrived at 7:10 PM.

Bruce Easom asked to excuse himself at 7:25 PM as his presence at the Select Board meeting was being requested.

REVIEW AND RATE FY2020 FINAL APPLICATION PROPOSALS

2020-01 2019 HOUSING PRODUCTION PLAN

The applicant received conditional approval for the grant request from the Montachusett Housing Authority. However since the applicant still needs to meet with the Montachusett Housing Authority to determine the scope and timing of the grant details the CPC still needs to vote on this CPA Application.

Committee members reviewed the application for qualifications, eligibility, scoring, and value. The CPC Response Sheet scores for the 2020-01 2019 Housing Production Plan application were as follows:

- Carolyn Perkins = 34
- Daniel Emerson =28
- Brooks Lyman =28
- Robert DeGroot =33
- Bruce H. Easom =28
- Richard Hewitt =27
- **Average Score = 29.67**

Brooks Lyman moved that application 2020-01 2019 HOUSING PRODUCTION PLAN meets the primary qualifications for eligibility.

Daniel Emerson seconded and the motion carried 5:0.

2020-02 HISTORIC VOLUMES STORAGE CABINET

Committee members reviewed the application for qualifications, eligibility, scoring, and value. The CPC Response Sheet scores for the 2020-02 Historic Volumes Storage Cabinet application were as follows:

- Carolyn Perkins = 31
- Daniel Emerson =27
- Brooks Lyman =24
- Robert DeGroot =29
- Bruce H. Easom =23
- Richard Hewitt =26
- **Average Score = 26.67**

Daniel Emerson moved that application 2020-02 HISTORIC VOLUMES STORAGE CABINET meets the primary qualifications for eligibility.

Richard Hewitt seconded and the motion carried 5:0.

2020-03 CONSERVATION FUND FY20

Olin Lathrop from the Conservation Commission was present.

The Committee told Mr. Lathrop that the Conservation Commission has been doing a great job.

Committee members reviewed the application for qualifications, eligibility, scoring, and value. The CPC Response Sheet scores for the 2020-03 Conservation Fund FY20 application were as follows:

- Carolyn Perkins = 34
- Daniel Emerson =32
- Brooks Lyman =30
- Robert DeGroot =29
- Bruce H. Easom =33
- Richard Hewitt =29
- **Average Score = 31.17**

Robert DeGroot moved that application 2020-03 CONSERVATION FUND FY20 meets the primary qualifications for eligibility.

Brooks Lyman seconded and the motion carried 5:0.

2020-06 1893 HISTORIC LIBRARY PRESERVATION – NEW ROOFING SYSTEM

Committee members reviewed the application for qualifications, eligibility, scoring, and value. The CPC Response Sheet scores for the 2020-06 1893 Historic Library Preservation – New Roofing System application were as follows:

- Carolyn Perkins = 33
- Daniel Emerson =32
- Brooks Lyman =33
- Robert DeGroot =27
- Bruce H. Easom =25
- Richard Hewitt =31
- **Average Score = 30.16**

Brooks Lyman moved that application 2020-06 1893 HISTORIC LIBRARY PRESERVATION – NEW ROOFING SYSTEM meets the primary qualifications for eligibility.

Richard Hewitt seconded and the motion carried 5:0.

2020-10 FITCH'S BRIDGE WALL REPAIR

Committee members reviewed the application for qualifications, eligibility, scoring, and value. The CPC Response Sheet scores for the 2020-10 Fitch's Bridge Wall Repair application were as follows:

- Carolyn Perkins = 31
- Daniel Emerson =23
- Brooks Lyman =26
- Robert DeGroot =25
- Bruce H. Easom =25
- Richard Hewitt =30
- **Average Score = 26.67**

Daniel Emerson moved that application 2020-10 FITCH'S BRIDGE WALL REPAIR meets the primary qualifications for eligibility.

Brooks Lyman seconded and the motion carried 5:0.

2020-12 HOUSING COORDINATOR FY20

Committee members reviewed the application for qualifications, eligibility, scoring, and value. The CPC Response Sheet scores for the 2020-12 Housing Coordinator FY20 application were as follows:

- Carolyn Perkins = 33
- Daniel Emerson =32
- Brooks Lyman =31
- Robert DeGroot =30
- Bruce H. Easom =31
- Richard Hewitt =29
- **Average Score = 31.00**

Robert DeGroot moved that application 2020-12 HOUSING COORDINATOR FY20 meets the primary qualifications for eligibility.

Brooks Lyman seconded and the motion carried 5:0.

2020-14 RESURFACING OF GDHS TRACK

Committee members reviewed the application for qualifications, eligibility, scoring, and value. The CPC Response Sheet scores for the 2020-14 Resurfacing of GDHS Track application were as follows:

- Carolyn Perkins = 29
- Daniel Emerson =20
- Brooks Lyman =29
- Robert DeGroot =16
- Bruce H. Easom =29
- Richard Hewitt =28
- **Average Score = 25.20**

Brooks Lyman moved that application 2020-14 RESURFACING OF GDHS TRACK meets the primary qualifications for eligibility.

Richard Hewitt seconded and the motion carried 5:0.

RANKING

FY2020 Final Application Proposals by average score from largest average to smallest average was as follows:

1. **2020-03 CONSERVATION FUND FY20**
 2. **2020-12 HOUSING COORDINATOR FY20**
 3. **2020-06 1893 HISTORIC LIBRARY PRESERVATION – NEW ROOFING SYSTEM**
 4. **2020-01 2019 HOUSING PRODUCTION PLAN**
 5. **2020-02 HISTORIC VOLUMES STORAGE CABINET (SAME SCORE AS 2020-10 FITCH'S BRIDGE WALL REPAIR)**
 6. **2020-10 FITCH'S BRIDGE WALL REPAIR (SAME SCORE AS 2020-02 HISTORIC VOLUMES STORAGE CABINET)**
 7. **2020-14 RESURFACING OF GDHS TRACK**
-

PROJECT PROPOSAL VOTE

2020-01 2019 HOUSING PRODUCTION PLAN

The Committee agreed to recommend application 2020-01 2019 HOUSING PRODUCTION PLAN for funding in the amount of \$20,400 to be funded out of the Community Housing Reserve bin to Town Meeting for consideration.

2020-02 HISTORIC VOLUMES STORAGE CABINET

The Committee agreed to recommend application 2020-02 HISTORIC VOLUMES STORAGE CABINET for funding in the amount of \$5,627 to be funded out of the Historic Resource Reserve bin to Town Meeting for consideration.

2020-03 CONSERVATION FUND FY20

The Committee agreed to recommend application 2020-03 CONSERVATION FUND FY20 for funding in the amount of \$100,000 to Town Meeting for consideration. The amount of \$3,762.56 is to be funded out of the Open Space Reserve bin and the remaining amount of \$96,237.44 is to be funded out of the Unallocated Reserve bin.

2020-06 1893 HISTORIC LIBRARY PRESERVATION – NEW ROOFING SYSTEM

The Committee agreed to recommend application 2020-06 1893 HISTORIC LIBRARY PRESERVATION – NEW ROOFING SYSTEM for funding in the amount of \$300,561 to be funded out of the Unallocated Reserve bin to Town Meeting for consideration.

2020-10 FITCH'S BRIDGE WALL REPAIR

The Committee agreed to recommend application 2020-10 FITCH'S BRIDGE WALL REPAIR for funding in the amount of \$45,000 to be funded out of the Historic Resource Reserve bin to Town Meeting for consideration.

2020-12 HOUSING COORDINATOR FY20

The Committee agreed to recommend application 2020-12 HOUSING COORDINATOR FY20 for funding in the amount of \$48,882 to be funded out of the Community Housing Reserve bin to Town Meeting for consideration.

2020-14 RESURFACING OF GDHS TRACK

The average score for the application 2020-14 RESURFACING OF GDHS TRACK came in last and there is not enough remaining funds to cover the cost of this proposal based on the estimates discussed.

The track is a great project and met the primary qualifications for eligibility but due to limited funds being available and this project having the smallest average score the Committee agreed that they will not be able to recommend application 2020-14 RESURFACING OF GDHS TRACK for funding to the Town Meeting for consideration. Committee will notify applicant of this decision.

Daniel Emerson moved to approve the source of distribution and funding amounts for each FY20 CPA Project Application as recorded above.

Richard Hewitt seconded and the motion carried 5:0.

CPC BILLS

Committee members reviewed and signed two invoices. The first invoice was for the Housing Coordinator and the second invoice was for Friends of Prescott, Inc.

MEETING MINUTES

Committee members reviewed minutes from March 11th.

Daniel Emerson moved to approve the meeting minutes from Monday, March 11th. Brooks Lyman seconded and the motion carried by unanimous vote.

Brooks Lyman moved to adjourn the meeting at 8:42 PM. Robert DeGroot seconded and the motion carried by unanimous vote.

Respectfully submitted by Sammie Kul, Inter-Departmental Assistant

APPROVED: APRIL 8, 2019

APPROVED