



**TOWN OF GROTON**  
173 Main Street  
Groton, MA 01450

**Community Preservation Committee**  
Daniel Emerson, Chair & Housing Authority  
Robert DeGroot – Historical Commission  
Bruce H. Easom – Conservation Commission  
Anna Eliot – Park Commission  
Tim Svarczkopf – Planning Board  
Richard Hewitt - at large  
Brooks Lyman - at large

## MEETING MINUTES

Date: Monday, August 12, 2019  
Time: 7:00 PM  
Location: Town Hall, 1<sup>st</sup> Floor Meeting Room, 173 Main Street  
Members Present: Daniel Emerson, Robert DeGroot, Bruce H. Easom, Anna Eliot, Tim Svarczkopf, Richard Hewitt and Brooks Lyman  
Others Present: Mark Haddad, Al Collins

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The meeting was called to order by Chairperson, Daniel Emerson at 7:03 PM.

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### **PRESCOTT SCHOOL SPRINKLER SYSTEM – DISCUSS POSSIBILITY OF SUBMITTING OUT OF CYCLE APPLICATION**

Town Manager Mark Haddad was present. Bruce Easom recused himself as he is a member of the Friends of Prescott organization.

Mr. Haddad provided a brief overview. The Town is going out to bid for a vendor to do the design engineering for the Prescott School Sprinkler System. They are finding that companies will not bid on the project without a design plan being available for review first. Mr. Haddad is requesting to submit an Out of Cycle application to supplement the funding difference in the event that the bid amount exceeds the remaining CPA funds. They would like to send out for bids as soon as possible since the cost of having a design engineering plan done may increase within the next 6 months. They did apply for a state grant earlier on in the year to help pay for the sprinkler system but the project was not eligible for funding by the state.

CPC members reviewed project details submitted on the CPA Project Application for the Prescott School for FY2019. Also, they checked the CPC Warrant Articles from the 2018 Spring Town Meeting and it was confirmed that the Town appropriated \$275K for the Prescott School FY2019-03 CPA Project.

**Tim Svarczkopf moved that the CPC will consider an Out of Cycle Application for the Prescott School Sprinkler System. Brooks Lyman seconded and the motion carried by unanimous vote with Bruce Easom abstaining.**

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## REVIEW PROJECT UPDATES

### PROJECT UPDATES – JD POOR MURAL PRESERVATION

Project Manager Al Collins was present. Mr. Collins submitted invoice from conservator for payment.

Mr. Collins provided brief update of project status. They are still waiting for the house to be returned to its original state. The wall from which the mural was taken down is going to be replaced. The project is still expected to remain within budget.

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### REVIEW CP PLAN FOR 2019 – 2020

On September 24, 2018 discussion ensued regarding providing clarification with respect to the Eligibility section on the Groton CPC Application Score Sheet. Committee members would like to add somewhere for clarification: *“As per MA General Law Chapter 44B proposed historic projects that are not on structures listed on the state's registry of historic places require a determination by the Groton Historic Commission that the proposed project is of historic significance.”*

Robert DeGroot will run this by the Historic Commission as this statement is a condition specific to them. The CPC members will hold off on adding anything until then.

Committee members would like to make it a requirement for invoices to include the CPC Project Name and CPC Project #.

**Daniel Emerson moved that the invoices for CPA Projects include the CPC Project Name and Project # for reference. Anna Eliot seconded and the motion carried by unanimous vote.**

Committee members reviewed Section 6.3.2 Purpose of Policy and decided to leave it as is.

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### REVIEW CPC BUDGET

Bruce Easom went over information from CPA Revenue Webinar that was held last week. The governor signed a new budget which will increase the registry fees beginning January 2020. The budget for the CPA Funding was approved. The budget was also passed unanimously at the state level. The final budget will be certified in late October or early November. The CPA distribution is scheduled for November 15<sup>th</sup> of this year.

In response to questions regarding affordable housing units at the last CPC meeting Mr. Easom shared information from the CPC Community Housing Seminar that was held in May. Brief discussion ensued.

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## OLD / NEW BUSINESS

### CPC BILLS

Committee members reviewed three invoices and signed the first two invoices.

The first invoice was from Christine Thomson Decorative Arts Conservation for JD Poor Mural Preservation (CPA Project # 2019-04). The second invoice was from Solitude Lake Management

for Duck Pond Restoration (CPA Project # 2019-08). The third invoice was from Great Road Farm and Garden for Fitch's Bridge (CPA Project # 2020-10). The members requested more information on the charges from Great Road Farm and Garden before signing. The CPC Administrator will check with the Project Manager for Fitch's Bridge.

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#### **MEETING MINUTES**

Committee members reviewed minutes from July 22<sup>nd</sup>, 2019.

**Anna Eliot moved to approve the meeting minutes from Monday, July 22<sup>nd</sup>, 2019. Tim Svarczkopf seconded and the motion carried by unanimous vote.**

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**Anna Eliot moved to adjourn the meeting at 8:27 PM. Bruce Easom seconded and the motion carried by unanimous vote.**

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Respectfully submitted by Sammie Kul, Inter-Departmental Assistant

**APPROVED: AUGUST 26, 2019**

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APPROVED