



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 26, 2019
Time: 7:00 PM
Location: Town Hall, 1st Floor Meeting Room, 173 Main Street
Members Present: Daniel Emerson, Robert DeGroot, Bruce H. Easom, Anna Eliot, Richard Hewitt and Brooks Lyman
Members Absent: Tim Svarczkopf

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

REVIEW PROJECT UPDATES

PROJECT UPDATES – 2020-02 HISTORIC VOLUMES STORAGE CABINET

Robert DeGroot informed members that the cabinet has been ordered and is expected to arrive soon.

PROJECT UPDATES – 2020-03 CONSERVATION FUND FY20

Bruce Easom informed members that the CP3 Form has been filled out. The second CP Form has not been completed yet.

PROJECT UPDATES – 2020-06 1893 HISTORIC LIBRARY PRESERVATION - NEW ROOFING SYSTEM

Robert DeGroot informed members that the kick off meeting will be held in two weeks and they have started the work on the roof.

PROJECT UPDATES – 2020-10 FITCH'S BRIDGE WALL REPAIR

Richard Hewitt informed members that they are waiting on the permit and are hoping to finish the work within a month.

PROJECT UPDATES – 2019-03 PRESCOTT SCHOOL SPRINKLER SYSTEM

Bruce Easom informed members that the quote for the sprinkler system was requested on Thursday.

PROJECT UPDATES – 2019-04 JD POOR MURAL PRESERVATION

Richard Hewitt noted that there was no signage indicating that the mural belongs to the Groton Historical Society nor was there any indication CPA funds were used to make the display possible.

PROJECT UPDATES – 2019-05 BADDACOOK POND RESTORATION - YR 3

Richard Hewitt informed members that one round of harvesting has been done.

PROJECT UPDATES – 2018-07 NATIONAL REGISTER - OLD MEETING HOUSE

CPA Project has been completed and Committee will work on close out letter.

PROJECT UPDATES – 2016-07 MILESTONE ENGRAVING

Robert DeGroot will check on status of closeout letter from Project Manager.

ASSIGN PROJECT LIAISONS FOR FOLLOWING PROJECTS

- 2019-01 HOUSING COORDINATOR – Project Liaison is not needed for this CPA Project.
 - 2019-04 JD POOR MURAL PRESERVATION – Robert DeGroot has been assigned as the Project Liaison.
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REVIEW AND APPROVE PROPOSED CPA SCHEDULE FOR 2019 – 2020

Committee members reviewed the proposed CPA Schedule for 2019 – 2020 below:

- 2019-2020 Community Preservation Plan released by: September 11, 2019
- Submission of a two-page Required Project Summary (RPS): October 17, 2019
- Verbal Feedback regarding RPS: November 4, 2019
- Deadline for Complete Draft Proposals submitted to CPC no later than 4:00pm on January 2, 2020
- Public Hearing to discuss feedback on CDPs: January 27, 2020
- Prepare written feedback to be provided to Applicants: February 10, 2020
- Deadline for Final Proposal no later than 4:00 p.m. on February 20, 2020. No further changes accepted.
- Final Vote – Deliver Recommendations for Town Warrant by: March 9, 2020
- Vote at Spring Town Meeting: April 27, 2020

Bruce Easom moved to approve the proposed CPA Schedule for 2019-2020. Anna Eliot seconded and the motion carried by unanimous vote.

REVIEW CP PLAN FOR 2019 – 2020

The Committee agreed to approve the proposed updates / changes within the attached list (please refer to the attached sheet).

The Committee discussed a few options for the new cover photo.

Robert DeGroot informed members that the Historic Commission approved the disclosure below:

As per MA General Law Chapter 44B, proposed historic projects that are not on the 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.

REVIEW CPC BUDGET

Bruce Easom provided brief update and overview of draft budget sheets for FY2020. The state match is due on November 15th, 2019.

OLD / NEW BUSINESS

CPC BILLS

There were no CPC invoices for review.

MEETING MINUTES

Committee members reviewed minutes from August 12th, 2019.

Richard Hewitt moved to approve the meeting minutes from Monday, August 12th, 2019. Bruce Easom seconded and the motion carried by unanimous vote.

Daniel Emerson moved to adjourn the meeting at 7:55 PM. Anna Eliot seconded and the motion carried by unanimous vote.

Respectfully submitted by Anna Eliot, CPC Member from Parks Commission

APPROVED: SEPTEMBER 9, 2019
