**Community Preservation Committee**

Bruce Easom, Chair – Conservation Comm.

Robert DeGroot – Historical Comm.

Daniel Emerson – Housing Auth.

Anna Eliot – Parks Comm.

Tim Svarczkopf – Planning Board

Richard Hewitt – at large

Carolyn Perkins – at large



**TOWN OF GROTON**

173 Main Street

Groton, MA 01450

**MEETING MINUTES**

Date: Monday, March 8th, 2021

Time: 7:00 PM

Location: Virtual Meeting via Zoom

Members Present: Bruce H. Easom, Robert DeGroot, Daniel Emerson, Anna Eliot, Tim Svarczkopf, Richard Hewitt and Carolyn Perkins

Others Present: Josh Degen, Donald Black, Fran Stanley, Alex Woodle, Craig Bennett

The meeting was called to order by Chairperson, Bruce Easom at 7:03 PM.

**DISCUSS EMAIL RECEIVED REGARDING CPA PROJECT # 2022-04 AFFORDABLE HOUSING SITE ASSESSMENT STUDY**

CPC member Anna Eliot forwarded an email in which Groton Select Board Member Josh Degen said that he would like to give a short explanation of the steps the Select Board would like to take to better prioritize the affordable housing needs of the town.

Brief discussion ensued regarding whether or not the CPC would be accepting comments from Mr. Degen at tonight’s meeting in relation to CPA Project # 2022-04 Affordable Housing Site Assessment Study.

In coordination with the CPA Schedule the CPC members have rated the FY2022 CPA Applications in advance of tonight’s meeting based on the CPA criteria and guidelines therefore the members feel the time for public comment has passed. In addition, the Select Board has already provided their feedback for each of the CPA Proposals submitted at one of their previous meetings.

CPC Chairperson Bruce Easom informed Mr. Degen that the CPC has decided not to take any public comment at tonight’s meeting.

**REVIEW, RATE AND VOTE ON FY2022 FINAL APPLICATION PROPOSALS**

Individual scores for each FY2022 Final Application Proposal were as follows:

**2022-01 Maintenance Shed Restoration**

* Anna Eliot = 27
* Robert DeGroot = 25
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 29
* Daniel Emerson = 25
* Richard Hewitt = 24
* Tim Svarczkopf = 25
* **Average Score = 25.83**

**2022-02 Feasibility Study for Cow Pond Fields; Woitowicz Field; Cutler Field**

* Anna Eliot = 28
* Robert DeGroot = 29
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 29
* Daniel Emerson = 23
* Richard Hewitt = 32
* Tim Svarczkopf = 29
* **Average Score = 28.33**

**2022-03 Lost Lake / Knops Pond Watershed**

* Anna Eliot = 19
* Robert DeGroot = 29
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 31
* Daniel Emerson = 28
* Richard Hewitt = 30
* Tim Svarczkopf = 29
* **Average Score = 27.67**

**2022-04 Affordable Housing Site Assessment Study**

* Anna Eliot = 14
* Robert DeGroot = 25
* Bruce H. Easom = Recused himself
* Carolyn Perkins = Recused herself
* Daniel Emerson = 23
* Richard Hewitt = 33
* Tim Svarczkopf = 29
* **Average Score = 24.80**

**2022-06 Squannacook River Rail Trail – Crosswinds Drive through Bertozzi WMA**

* Anna Eliot = 34
* Robert DeGroot = 30
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 33
* Daniel Emerson = 30
* Richard Hewitt = 31
* Tim Svarczkopf = 34
* **Average Score = 32.00**

**2022-07 Duck Pond Restoration & Preservation, Phase 2**

* Anna Eliot = 28
* Robert DeGroot = 31
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 30
* Daniel Emerson = 34
* Richard Hewitt = 33
* Tim Svarczkopf = 31
* **Average Score = 31.17**

**2022-08 Housing Coordinator**

* Anna Eliot = 39
* Robert DeGroot = 32
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 31
* Daniel Emerson = 32
* Richard Hewitt = 30
* Tim Svarczkopf = 32
* **Average Score = 32.67**

**2022-09 Groton Dunstable Natural Field Restoration Plan**

* Anna Eliot = 13
* Robert DeGroot = 30
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 30
* Daniel Emerson = 26
* Richard Hewitt = 29
* Tim Svarczkopf = 30
* **Average Score = 26.33**

**2022-10 Conservation Fund FY2022**

* Anna Eliot = 37
* Robert DeGroot = 28
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 33
* Daniel Emerson = 31
* Richard Hewitt = 35
* Tim Svarczkopf = 35
* **Average Score = 33.17**

**2022-12 Groton Country Club Recreation Courts Project**

* Anna Eliot = 22
* Robert DeGroot = 26
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 32
* Daniel Emerson = 27
* Richard Hewitt = 31
* Tim Svarczkopf = 26
* **Average Score = 27.33**

**2022-13 Original Interior Skylight Restoration**

* Anna Eliot = 25
* Robert DeGroot = 24
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 30
* Daniel Emerson = 26
* Richard Hewitt = 24
* Tim Svarczkopf = 30
* **Average Score = 26.50**

**2022-14 GDRSD Middle School Track Construction**

* Anna Eliot = 22
* Robert DeGroot = 24
* Bruce H. Easom = Recused himself
* Carolyn Perkins = 27
* Daniel Emerson = 26
* Richard Hewitt = 35
* Tim Svarczkopf = 24
* **Average Score = 26.33**

**RANKING**

**FY2022 Final Application Proposals by average score from largest average to smallest average was as follows with amount of CPA funds being requested:**

1) 2022-10 Conservation Fund FY2022 - $350K

2) 2022-08 Housing Coordinator FY2022 - $51,617K

3) 2022-06 Squannacook River Rail Trail - $30K

4) 2022-07 Duck Pond Phase 2 - $19.8K

5) 2022-02 Feasibility Study for Cow Pond Fields; Woitowicz Field; Cutler Field - $20K

6) 2022-03 Lost Lake / Knops Pond Watershed - $40K

7) 2022-12 Groton Country Club Recreation Courts - $157,480K

8) 2022-13 Library Skylight - $3K

9) 2022-09 Stadium Field - $230,232K

10) 2022-14 Middle School Track - $1,405,374.00

11) 2022-01 Maintenance Shed Restoration - $65K

12) 2022-04 Affordable Housing Site Assessment - $150K

**PROJECT PROPOSAL VOTE**

**2022-01 Maintenance Shed Restoration**

Carolyn Perkins moved to recommend application 2022-01 Maintenance Shed Restoration for funding in the amount of $65K to be funded out of the Historic Reserve bin to Town Meeting for consideration.

Daniel Emerson seconded and the motion carried by majority vote with Bruce Easom abstaining.

**2022-02 Feasibility Study for Cow Pond Fields; Woitowicz Field; Cutler Field**

Richard Hewitt moved to recommend application 2022-02 Feasibility Study for Cow Pond Fields, Woitowicz Field, Cutler Field for funding in the amount of $20K to be funded out of the Unallocated Reserve bin to Town Meeting for consideration.

Daniel Emerson seconded and the motion carried by majority vote with Tim Svarczkopf voting nay and Bruce Easom abstaining.

**2022-03 Lost Lake / Knops Pond Watershed**

Robert DeGroot moved to recommend application 2022-03 Lost Lake / Knops Pond Watershed for funding in the amount of $40K to be funded out of the Unallocated Reserve bin to Town Meeting for consideration.

Carolyn Perkins seconded and the motion carried by majority vote with Bruce Easom abstaining.

**2022-04 Affordable Housing Site Assessment Study**

Daniel Emerson moved to recommend application 2022-04 Affordable Housing Site Assessment Study for funding in the amount of $150K to be funded out of the Community Housing Reserve bin to Town Meeting for consideration.

Richard Hewitt seconded and the motion carried by majority vote with Carolyn Perkins, Anna Eliot and Bruce Easom abstaining.

**2022-06 Squannacook River Rail Trail**

Carolyn Perkins to recommend application 2022-06 Squannacook River Rail Trail for funding in the amount of $30K with $2K to be funded out of the Open Space Reserve bin and $28K to be funded out of the Unallocated Reserve bin to Town Meeting for consideration.

Daniel Emerson seconded and the motion carried by majority vote with Bruce Easom abstaining.

**2022-07 Duck Pond Restoration & Preservation, Phase 2**

Robert DeGroot moved to recommend application 2022-07 Duck Pond Restoration & Preservation, Phase 2 for funding in the amount of $19.8K to be funded out of the Unallocated Reserve bin to Town Meeting for consideration.

Daniel Emerson seconded and the motion carried by majority vote with Bruce Easom abstaining.

**2022-08 Housing Coordinator**

Carolyn Perkins moved to recommend application 2022-08 Housing Coordinator for funding in the amount of $51,617.00 to be funded out of the Community Housing Reserve bin to Town Meeting for consideration.

Daniel Emerson seconded and the motion carried by majority vote with Bruce Easom abstaining.

**2022-09 Groton Dunstable Natural Field Restoration Plan**

Anna Eliot moved to recommend application 2022-09 Groton Dunstable Natural Field Restoration Plan for funding in the amount of $230,232.00 with $98,232.00 to be funded out of the Unallocated Reserve bin and the amount of $132K to be paid through a five-year Bond to Town Meeting for consideration.

Daniel Emerson seconded and the motion carried by majority vote with Bruce Easom abstaining.

**2022-10 Conservation Fund FY2022**

Robert DeGroot moved to recommend application 2022-10 Conservation Fund FY2022 for funding in the amount of $350K to be funded out of the Unallocated Reserve bin to Town Meeting for consideration.

Daniel Emerson seconded and the motion carried by majority vote with Bruce Easom abstaining.

**2022-12 Groton Country Club Recreation Courts Project**

Richard Hewitt moved to recommend application 2022-12 Groton Country Club Recreation Courts Project for funding in the amount of $157,480K to be funded out of the Unallocated Reserve bin to Town Meeting for consideration.

Carolyn Perkins seconded and the motion carried by majority vote with Bruce Easom abstaining.

**2022-13 Original Interior Skylight Restoration**

Daniel Emerson moved to recommend application 2022-13 Original Interior Skylight Restoration for funding in the amount of $3K to be funded out of the Historic Reserve bin to Town Meeting for consideration.

Robert DeGroot seconded and the motion carried by majority vote with Bruce Easom abstaining.

**2022-14 GDRSD Middle School Track Construction**

Robert DeGroot moved to recommend application 2022-14 GDRSD Middle School Track Construction for funding in the amount of $1,405,374 to be paid through a five-year Bond to Town Meeting for consideration.

Daniel Emerson seconded and the motion carried by majority vote with Bruce Easom abstaining.

**REVIEW PROJECT UPDATES**

**PROJECT UPDATES – 2020-03 CONSERVATION FUND FY2020**

There were no updates to report.

**PROJECT UPDATES - 2019-03 PRESCOTT SCHOOL UPGRADES**

There are a few invoices for review at tonight’s meeting; otherwise, this project should be ready for closeout after those invoices are paid.

**PROJECT UPDATES - 2017-04 GHC MONUMENTS RESTORATION**

There were no updates to report.

**PROJECT UPDATES - 2021-02 OPEN SPACE AND RECREATIONAL RESTORATION OF KNOPS POND AND LOST LAKE**

Project Manager Alex Woodle informed members that Solitude has selected their contractors and the work is anticipated to begin in the spring.

**PROJECT UPDATES - 2021-04 PORTRAIT RESTORATION**

There were no updates to report.

**PROJECT UPDATES – 2021-06 RESTORATION OF ORIGINAL 1893 OAK POCKET DOORS**

Based on the last update this project should be ready for closeout. CPC Administrator will check with the Project Manager for confirmation that there are no remaining invoices.

**PROJECT UPDATES - 2021-07 HAZEL GROVE PARK INFIELD TOWER**

There were no updates to report.

**PROJECT UPDATES - 2021-10 CANNON RESTORATION**

There were no updates to report.

**PROJECT UPDATES - 2021-14 EMERGENCY RENTAL ASSISTANCE**

Approximately 177 letters were sent out to landlords in the last couple of weeks providing information on the Emergency Rental Assistance program. There are currently eight households utilizing the program and they are expecting to review an additional 12 new applications.

**MEETING MINUTES**

Committee members reviewed minutes from February 22nd, 2021.

**Anna Eliot moved to approve the meeting minutes from Monday, February 22nd, 2021. Robert DeGroot seconded and the motion carried by unanimous vote.**

**NEW / OLD BUSINESS**

**CPC INVOICES**

Committee members reviewed and approved three invoices.

1. Groton Electric Light Department for Duck Pond Restoration (CPA Project # 2019-08) in the amount of $7.65

**Anna Eliot moved to pay the $7.65 balance due to Groton Electric Light Department. Carolyn Perkins seconded and the motion carried by unanimous vote.**

1. Impact Fire for Prescott Sprinkler System (CPA Project # 2021-12) in the amount of $3,000.00

**Richard Hewitt moved to pay the $3,000.00 balance due to Impact Fire. Daniel Emerson seconded and the motion carried by majority vote with Anna Eliot abstaining.**

1. Impact Fire for Prescott Sprinkler System (CPA Project # 2021-12) in the amount of $8,100.00

**Richard Hewitt moved to pay the $8,100.00 balance due to Impact Fire. Tim Svarczkopf seconded and the motion carried by majority vote with Anna Eliot abstaining.**

**Robert DeGroot moved to adjourn the meeting at 8:25 PM. Daniel Emerson seconded and the motion carried by unanimous vote.**

Respectfully submitted by Sammie Kul, Inter-Departmental Assistant

**APPROVED: APRIL 26, 2021**