**Community Preservation Committee**

Bruce Easom, Chair – Conservation Comm.

Robert DeGroot – Historical Comm.

Daniel Emerson – Housing Auth.

Anna Eliot – Parks Comm.

Richard Hewitt – at large

Carolyn Perkins – at large



**TOWN OF GROTON**

173 Main Street

Groton, MA 01450

**MEETING MINUTES**

Date: Monday, May 24th, 2021

Time: 7:00 PM

Location: Virtual Meeting via Zoom

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

Member Absent: Anna Eliot

Others Present: Patricia DuFresne, Alexander Woodle, Fran Stanley, Takashi Tada, Sue Adams, Pia Anctil, David Zeiler, Nik Gualco, Sherry Kersey and Robert Anderson

The meeting was called to order by Chairperson, Bruce Easom at 7:04 PM.

**FY2022 PROJECT KICKOFF**

The Town Accountant provided an overview of the Municipal Procurement Law as it pertains to the CPA awarded funds. The Project Managers for the FY2022 CPA projects were provided with the attached informational packet covering the Public Procurement Guidelines (MGL Chapter 30B). The Town Accountant went over examples of possible exemptions from the State Procurement laws, the different spending thresholds and the requirements for each threshold.

Any questions relating to this process and / or the Procurement Law should be directed to both the Town Accountant and the Town Manager who is the Chief Procurement Officer.

Bruce Easom introduced CPA Project Managers to their assigned CPC Liaison as follows:

* 2022-01 Maintenance Shed Restoration – Robert DeGroot
* 2022-02 Feasibility Study for Cow Pond Fields; Woitowicz Field; Cutler Field – Anna Eliot
* 2022-03 Lost Lake / Knops Pond Watershed – Richard Hewitt
* 2022-04 Affordable Housing Site Assessment Study – Daniel Emerson
* 2022-06 Squannacook River Rail Trail – Crosswinds Drive through Bertozzi WMA – Bruce Easom
* 2022-07 Duck Pond Restoration & Preservation, Phase 2 – Richard Hewitt
* 2022-08 Housing Coordinator – Carolyn Perkins
* 2022-09 Groton Dunstable Natural Field Restoration Plan – Bruce Easom
* 2022-10 Conservation Fund FY2022 – Bruce Easom
* 2022-12 Groton Country Club Recreation Courts Project – Anna Eliot
* 2022-13 Original Interior Skylight Restoration – Robert DeGroot
* 2022-14 GDRSD Middle School Track Construction – Bruce Easom

**REVIEW CPC BUDGET**

There was no new information since the last budget update.

The next budget update will take place once we receive the local surcharge revenue data which should be available sometime in July or August.

**REVIEW PROJECT UPDATES**

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

There were no updates to report.

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

Robert DeGroot has been in contact with Leominster Monument and is working on obtaining a quote from them.

**PROJECT UPDATES – 2019-08 DUCK POND RESTORATION**

There were no updates to report.

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

The first booster treatment is scheduled to be performed on the lake tomorrow morning.

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

There were no updates to report.

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

There were no updates to report.

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

There were no updates to report.

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

The Town Manager confirmed that the recent request to extend the Emergency Rental Assistance Program is within the four corners of the original motion that passed at the 2020 Fall Town Meeting. The Groton Affordable Housing Trust has been working with the agency to notify the public and will be re-evaluating the cases for those currently enrolled.

**NEW / OLD BUSINESS**

**CPC INVOICES**

There were no invoices for review.

**MEETING MINUTES**

Committee members reviewed minutes from May 10th, 2021.

**Robert DeGroot moved to approve the meeting minutes from Monday, May 10th, 2021. Daniel Emerson seconded and the motion carried by unanimous vote.**

**PLANNING BOARD REPRESENTIVE FOR CPC**

The Planning Board has not selected a new representative for the CPC yet but do have this on their agenda.

**Robert DeGroot moved to adjourn the meeting at 7:47 PM. Richard Hewitt seconded and the motion carried by unanimous vote.**

Respectfully submitted by Sammie Kul, Inter-Departmental Assistant

**APPROVED: JUNE 14, 2021**