**TOWN OF GROTON**

173 Main Street

Groton, MA 01450

**Community Preservation Committee**

Richard Hewitt, Chair – at large

Anna Eliot – Parks Comm.

Russell Burke – Planning Board

Bruce Easom – Conservation Comm.

Robert DeGroot – Historical Comm.

Daniel Emerson – Housing Auth.

Carolyn Perkins – at large



**MEETING MINUTES**

Date: Monday, July 26th, 2021

Time: 7:00 PM

Location: 1st Floor Meeting Room, Groton Town Hall, 173 Main Street

Members Present: Richard Hewitt, Anna Eliot, Russell Burke, Bruce H. Easom, Robert DeGroot, and Carolyn Perkins

Member Absent: Daniel Emerson

The meeting was called to order by Chairperson, Richard Hewitt at 7:00 PM.

Mr. Hewitt welcomed Russell Burke to the Committee. Mr. Burke will serve as the representative for the Planning Board.

**REVIEW COMMUNITY PRESERVATION PLAN FOR 2021 – 2022**

Committee members reviewed appointment dates and term durations for each member.

Brief discussion ensued regarding the Community Preservation Plan (CPP). Committee members do not have any further edits. The latest draft of the CPP will be distributed for a final review by the members prior to the next meeting.

Committee members reviewed the proposed CPA Schedule for 2021 – 2022 as follows:

o 2021-2022 Community Preservation Plan released by: Thursday, September 30, 2021

o Submission of a two-page Required Project Summary (RPS): Thursday, October 28, 2021

o Verbal Feedback regarding RPS: Monday, November 8, 2021

o Deadline for Complete Draft Proposals submitted to CPC no later than 4:00pm on Thursday, January 13, 2022

o Public Hearing to discuss feedback on CDPs: Monday, January 24, 2022

o Prepare written feedback to be provided to Applicants: Monday, February 14, 2022

o Deadline for Final Proposal no later than 4:00 p.m. on Thursday, February 24, 2022. No further changes accepted.

o Final Vote – Deliver Recommendations for Town Warrant by: Monday, March 14, 2022 (Subject to Change as Necessary)

o Vote at Spring Town Meeting: Monday, April 25, 2022 (To Be Confirmed)

**Carolyn Perkins moved to accept the CPA Schedule for 2021 – 2022 as proposed. Bruce Easom seconded and the motion carried by unanimous vote.**

**REVIEW CPC BUDGET**

Bruce Easom provided the budget updates.

The state match information should be available by early or mid-November.

Mr. Easom will review and reconcile the CPC balances against the Town Accountant’s data and will also plan to update the CP-2 and CP-3 spreadsheets as done in previous years.

The CPC bin allocations approved at the Spring Town Meeting were based off of a lower percentage for the state match being used prior to receiving guidance from the Department of Revenue (DOR). As a result of the recommended percentage by the DOR being higher than the estimated figure used a few of the values will need to be adjusted accordingly.

The CPC will request a placeholder on the Warrant Schedule for this year’s Fall Town Meeting that will summarize the changes.

**REVIEW PROJECT UPDATES**

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

There were no updates to report.

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

This project can be prepared for closeout as the Historical Commission cannot find any new vendors to take over the project. There is no list of monuments to be done. The Historical Commission will start a new list of monuments and reapply for funds when the time comes.

**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**

This project is progressing along.

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

The portraits should be done in a couple of weeks and there will be two separate invoices coming in.

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

The Project Manager is currently looking for a new vendor to take over the project as the previous vendor is no longer available.

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

There were no updates to report.

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

This project is progressing along. There have been nine applicants who have met the qualifications and received assistance so far.

**PROJECT UPDATES - 2022-01 MAINTENANCE SHED RESTORATION**

There were no updates to report at this time.

**PROJECT UPDATES - 2022-02 FEASIBILITY STUDY FOR COW POND FIELDS; WOITOWICZ FILED; CUTLER FIELD**

There were no updates to report at this time.

**PROJECT UPDATES - 2022-03 LOST LAKE / KNOPS POND WATERSHED**

The contract with Geosyntec has been approved by the Town Manager.

**PROJECT UPDATES - 2022-04 AFFORDABLE HOUSING SITE ASSESSMENT STUDY**

CPC Project Liaison Daniel Emerson was absent.

**PROJECT UPDATES - 2022-06 SQUANNACOOK RIVER RAIL TRAIL**

The Squannacook River Rail Trail were not awarded the rail trails from the MA State Department of Conservation and Recreation. The Squannacook River Rail Trail will discuss next course of action at their next meeting on Wednesday.

**PROJECT UPDATES - 2022-09 GROTON DUNSTABLE NATURAL FIELD RESTORATION PLAN**

There were no updates to report.

**PROJECT UPDATES - 2022-12 GROTON COUNTRY CLUB RECREATION COURTS PROJECT**

The Project Managers sent the following email update below:

*The meeting with the Conservation Committee went well. We made a few small changes per recommendations of the Committee, Bruce Ringwall, Engineer, made the changes and sent the plans to Mark Haddad. Mark has sent the plans to the four original vendors we received the bids from last year and advertised the project for the closed bid process. The bids are due no later than July 30, 2021. During this waiting period we have completed the process for the non-profit for "Friends of Groton Pickleball" and are collecting the donations from residents and non-residents. We have touched base with Shawn Campbell and he is aware of the process.*

*Please let us know if you have any questions. Fingers crossed that the bids come in within our budget. It's been over a year and construction prices have gone crazy.*

**PROJECT UPDATES - 2022-13 ORIGINAL INTERIOR SKYLIGHT RESTORATION**

There were no updates to report at this time.

**PROJECT UPDATES - 2022-14 GDRSD MIDDLE SCHOOL TRACK CONSTRUCTION**

There were no updates to report at this time.

**NEW / OLD BUSINESS**

**CPC INVOICES**

Committee members reviewed and signed three invoices.

1. Goldsmith, Prest & Ringwall, Inc. for Groton Country Club Recreation Courts Project (CPA Project # 2022-12) in the amount of $8,611.36 with an Invoice Date of 6/16/2021
2. Groton Electric Light Department for Duck Pond Restoration (CPA Project # 2019-08) in the amount of $285.88 with an Invoice Date of 6/30/2021
3. Solitude Lake Management for Open Space and Recreational Restoration of Knops Pond and Lost Lake (CPA Project # 2021-02) in the amount of $8,875.00 with an Invoice Date of 7/6/2021

The next CPC meeting date will be scheduled for August 23rd, 2021 assuming there are no business items that come up.

**MEETING MINUTES**

Committee members reviewed minutes from June 14th, 2021.

**Robert DeGroot moved to approve the meeting minutes from Monday, June 14th, 2021. Carolyn Perkins seconded and the motion carried by majority vote with Russell Burke abstaining.**

**Carolyn Perkins moved to adjourn the meeting at 7:52 PM. Robert DeGroot seconded and the motion carried by unanimous vote.**

Respectfully submitted by Sammie Kul, Inter-Departmental Assistant

**APPROVED: AUGUST 23, 2021**