**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, October 25th, 2021

Time: 7:00 PM

Location: Virtual Meeting via Zoom

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

Member Absent: Robert DeGroot

Others Present: Alex Woodle

The meeting was called to order by Chairperson, Richard Hewitt at 7:02 PM.

**REVIEW CPC BUDGET**

Bruce Easom provided budget updates.

The Town Accountant should have a budget figure for the Middle School Track CPA Project once bids on the bond amounts get sent out later this week for the different projects. The first debt service payment is scheduled to be paid during FY2023.

Mr. Easom also looked at the recent trends in CPA adoption rates. Findings show that the number of 3% towns have not changed much in the last ten years. Most of the new towns joining have adopted it at the 1% or 1.5% mark which proves to be advantageous for 3% towns. The 3% towns will receive a larger share of funds based on the projected State Match amounts.

**REVIEW PROJECT UPDATES**

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

There were no updates to report.

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

Richard Hewitt informed members that they will be shutting down in November and starting back up sometime between March and May of next year. They will most likely be performing some maintenance work on the pump during the interim.

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

Alex Woodle was present and provided an update.

A third booster treatment was completed by Solitude. The lake looks good and the next step is performing a survey of the lake. Afterwards a final report will be submitted and the project should be complete by the end of the year.

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

Alex Woodle was present and provided an update.

This project started back in August and the consultants have been provided with all former studies that have been done in the past.

The consultants completed a couple of different surveys. The next step will be for them to provide a report of their findings and recommendations.

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

Carolyn Perkins informed members that the final invoice has been paid and this project is ready for closeout.

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

Anna Eliot informed members that the cost estimates for this project have increased since funds were awarded.

CPC members agreed that with regard to options for next steps the applicant can ether apply for supplemental funding to cover the differences or reduce the scope of the work being completed.

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

Bruce Easom informed members that they are in the process of trying to ship the wheel to a facility in Ohio that specializes in restoring wooden wheel cannons.

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

Carolyn Perkins informed members that the program is scheduled to end on June 30, 2022. The original balance was $200K and is now at approximately $133.6K. They expect to return any unused funds to the Housing CPC bin.

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

Robert DeGroot was absent and there were no updates received.

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

Richard Hewitt informed members that the concept plans are currently being finalized.

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

Daniel Emerson joined the meeting and did not have any updates to report.

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

Bruce Easom informed members that they are waiting to hear back from a couple of different grant programs to see if they will be receiving any matching funds. CPC members will hold off on making a recommendation until after Squannacook Greenway hears back from the grant programs.

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

Bruce Easom informed members that at Town Meeting voters approved the Warrant Article to move around funds in order to eliminate the need for bonding. Mr. Easom will contact the Project Manager to discuss next steps and whether they anticipate any increase in cost expenses based on the current state of things.

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

Russell Burke informed members that he met with the Project Managers earlier today and they will either apply for additional CPA funding or submit an application to the Parks and Acquisition Grant Program through the DCA.

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

Robert DeGroot was absent and there were no updates received.

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

Bruce Easom informed members that they recently started the Resource Area Delineation for the wetlands area to determine where the track can be built.

**NEW / OLD BUSINESS**

Brief discussion ensued regarding the different CPA applications they are expecting to receive.

**Russell Burked moved to approve payment of the appropriate portion of the CPC Administrator’s salary from the CPC Administrative Reserve Fund.**

**Bruce Easom seconded and the motion carried by unanimous vote.**

The CPC Administrator will let the Town Manager know that the CPC is fine with receiving this request in the form of a letter as was done last year.

**CPC INVOICES**

Committee members reviewed four invoices and approved them as follows:

1. **Bruce Easom moved to approve the invoice from Geosyntec Consultants for Lost Lake / Knops Pond Watershed (CPA Project # 2022-03) in the amount of $3,411.17 with an Invoice Date of 10/8/2021. Anna Eliot seconded and the motion carried by unanimous vote.**
2. **Bruce Easom moved to approve the invoice from Groton Electric for the Duck Pond Restoration (CPA Project # 2019-08) in the amount of $284.15 with an Invoice Date of 9/30/2021. Carolyn Perkins seconded and the motion carried by majority vote with Anna Eliot abstaining.**
3. **Russell Burke moved to approve the invoice from Mirick O’Connell for Affordable Housing Site Assessment Study (CPA Project # 2022-04) in the amount of $135.00 with an Invoice Date of 9/3/2021. Carolyn Perkins seconded and the motion carried by majority vote with Anna Eliot abstaining.**
4. **Carolyn Perkins moved to approve the invoice from Solitude Lake Management for Baddacook Pond Restoration (CPA Project # 2019-05) in the amount of $9,225.66 with an Invoice Date of 8/31/2021. Bruce Easom seconded and the motion carried by unanimous vote.**

**MEETING MINUTES**

Committee members reviewed minutes from September 27th, 2021.

**Anna Eliot moved to approve the meeting minutes from Monday, September 27th, 2021. Russell Burke seconded and the motion carried by unanimous vote.**

**Anna Eliot moved to adjourn the meeting at 7:59 PM. Russell Burke seconded and the motion carried by unanimous vote.**

Respectfully submitted by Sammie Kul, Inter-Departmental Assistant

**APPROVED: NOVEMBER 8, 2021**