**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, June 27th, 2022

Time: 7:00 PM

Location: Virtual Meeting via Zoom

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

Members Absent: Richard Hewitt and Russell Burke

Others Present: Don Black

The meeting was called to order by Co-Chairperson, Anna Eliot at 7:00 PM.

**REVIEW CPC BUDGET**

Bruce Easom informed members that they received an update from the state on the transfer of monies from the Registry of Deeds to the Community Preservation Trust Fund. The collection at the Registry of Deeds is down by 12% compared to the last fiscal year but it is still the second highest amount since the inception of the Community Preservation Act in 2001.

**REVIEW PROJECT UPDATES IF ANY**

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

This project is ready for closeout.

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

Carolyn Perkins informed members that this project is set to end soon and the remaining funds of approximately $101K will be returned to the Community Housing Reserve bin after the last invoice is paid.

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

Don Black informed members that the wheels will be shipped here from PA and next step will be painting them.

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

Don Black informed members that this project is progressing along and they are still targeting for a completion date around end of July. A new electrical service was recently installed and the building has been cleaned out and leveled.

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

Bruce Easom informed members that the state will be hosting a trails awards ceremony next week and he will share any updates then.

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

Anna Eliot informed members that this project is currently in the bidding process. The deadline to submit bids by has been set for July 8th.

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

Bruce Easom informed members that this project is currently underway.

**NEW / OLD BUSINESS**

**CPC INVOICES**

Committee members reviewed the following invoice(s):

1. **Bruce Easom moved to approve the invoice from Witmer Coach for WWI Cannon Restoration (CPA Project # 2021-10) in the amount of $1,913.00 with an Invoice Date of 11/1/2021. Carolyn Perkins seconded and the motion carried by unanimous vote.**
2. **Bruce Easom moved to approve the invoice from Old Dominion Freight Line, Inc. for WWI Cannon Restoration (CPA Project # 2021-10) in the amount of $621.40 with an Invoice Date of 10/28/2021. Carolyn Perkins seconded and the motion carried by unanimous vote.**

**Daniel Emerson moved to pay this invoice in the form of a reimbursement payment to Earl Carter. Bruce Easom seconded and the motion carried by unanimous vote.**

1. **Bruce Easom moved to approve the Invoice # 794 from Tobies Restoration for the Maintenance Shed Restoration (CPA Project # 2022-01) in the amount of $5,107.01 with an Invoice Date of 6/12/2022 as a reimbursement payment to the Groton Cemetery Association. Carolyn Perkins seconded and the motion carried by unanimous vote.**
2. **Bruce Easom moved to approve the Invoice # 795 from Tobies Restoration for the Maintenance Shed Restoration (CPA Project # 2022-01) in the amount of $5,791.86 with an Invoice Date of 6/24/2022. Daniel Emerson seconded and the motion carried by unanimous vote.**
3. **Daniel Emerson moved to approve the invoice from MacGregor Electric, LLC for the Maintenance Shed Restoration (CPA Project # 2022-01) in the amount of $5,413.00 with an Invoice Date of 6/13/2022. Carolyn Perkins seconded and the motion carried by unanimous vote.**
4. **Bruce Easom moved to approve the invoice from G.W. Shaw & Son, Inc. for the Maintenance Shed Restoration (CPA Project # 2022-01) in the amount of $470.00 with an Invoice Date of 6/8/2022. Anna Eliot seconded and the motion carried by unanimous vote.**
5. **Bruce Easom moved to approve the invoice from the Town of Groton Building Department for Electrical Permit # E-22-206 for the Maintenance Shed Restoration (CPA Project # 2022-01) in the amount of $190.80 with an Invoice Date of 6/7/2022 as a reimbursement payment to the Groton Cemetery Association. Carolyn Perkins seconded and the motion carried by unanimous vote.**
6. **Bruce Easom moved to approve the invoice from the Groton Electric Light Department for work order Authorization # 1647 for the Maintenance Shed Restoration (CPA Project # 2022-01) in the amount of $150.00 with an Invoice Date of 6/7/2022. Daniel Emerson seconded and the motion carried by unanimous vote.**
7. **Bruce Easom moved to approve the invoice from the Groton Electric Light Department for work order Authorization # 1647 for the Maintenance Shed Restoration (CPA Project # 2022-01) in the amount of $150.00 with an Invoice Date of 6/7/2022. Daniel Emerson seconded and the motion carried by unanimous vote.**
8. **Bruce Easom moved to approve the invoice from Solitude Lake Management for Duck Pond Restoration & Preservation, Phase 2 (CPA Project # 2022-07) in the amount of $3,676.28 with an Invoice Date of 4/28/2022. Daniel Emerson seconded and the motion carried by unanimous vote.**
9. **Bruce Easom moved to approve the invoice from Solitude Lake Management for Duck Pond Restoration & Preservation, Phase 2 (CPA Project # 2022-07) in the amount of $363.00 with an Invoice Date of 5/24/2022. Daniel Emerson seconded and the motion carried by unanimous vote.**
10. **Committee members reviewed the invoice from Solitude Lake Management for Duck Pond Restoration & Preservation, Phase 2 (CPA Project # 2022-07) in the amount of $1,096.00 with an Invoice Date of 5/25/2022.**

**Upon reviewing this invoice members would like to invite the Project Manager to attend the next CPC meeting in order to clarify the nature of the work completed as “repair labor” was listed as one of the items.**

**Bruce Easom moved to review the invoice from Solitude Lake Management for Duck Pond Restoration & Preservation, Phase 2 (CPA Project # 2022-07) in the amount of $1,096.00 with an Invoice Date of 5/25/2022 at the next CPC meeting. Carolyn Perkins seconded and the motion carried by unanimous vote.**

1. **Bruce Easom moved to approve the invoice from the Groton Electric Light Department for Duck Pond Restoration & Preservation, Phase 2 (CPA Project # 2022-07) in the amount of $284.45 with an Invoice Date of 5/31/2022. Carolyn Perkins seconded and the motion carried by unanimous vote.**
2. **Bruce Easom moved to approve the invoice from Dillis & Roy Civil Design Group for Affordable Housing Site Assessment Study (CPA Project # 2022-04) in the amount of $500.00 with an Invoice Date of 5/9/2022. Carolyn Perkins seconded and the motion carried by unanimous vote.**
3. **Bruce Easom moved to approve the invoice from Mirick O’Connell for Affordable Housing Site Assessment Study (CPA Project # 2022-04) in the amount of $292.50 with an Invoice Date of 5/9/2022. Carolyn Perkins seconded and the motion carried by unanimous vote.**
4. **Bruce Easom moved to approve the invoice from Solitude Lake Management for Lost Lake / Knops Pond Watershed (CPA Project # 2022-03) in the amount of $3,700.00 with an Invoice Date of 6/2/2022. Carolyn Perkins seconded and the motion carried by unanimous vote.**
5. **Bruce Easom moved to approve the invoice from Solitude Lake Management for Lost Lake / Knops Pond Watershed (CPA Project # 2022-03) in the amount of $250.00 with an Invoice Date of 5/24/2022. Carolyn Perkins seconded and the motion carried by unanimous vote.**
6. **Bruce Easom moved to approve the invoice from Metro West Collaborative Development for Groton Emergency Rental Assistance Program (CPA Project # 2021-14) in the amount of $9,020.00 with an Invoice Date of 6/10/2022. Carolyn Perkins seconded and the motion carried by unanimous vote.**

**MEETING MINUTES**

Committee members reviewed minutes from May 9th, 2022.

**Carolyn Perkins moved to approve the meeting minutes from Monday, May 9th, 2022. Bruce Easom seconded and the motion carried by unanimous vote.**

**Bruce Easom moved to adjourn the meeting at 8:11 PM. Daniel Emerson seconded and the motion carried by unanimous vote.**

Respectfully submitted by Sammie Kul, Inter-Departmental Assistant

**APPROVED: JULY 25, 2022**