**TOWN OF GROTON**

173 Main Street

Groton, MA 01450

**Community Preservation Committee**

Bruce Easom, Chair – Conservation Comm.

Carolyn Perkins – at large

Russell Burke – Planning Board

Robert DeGroot – Historical Comm.

Daniel Emerson – Housing Auth.

Anna Eliot – Parks Comm.

Richard Hewitt – at large



**MEETING MINUTES**

Date: Monday, August 8th, 2022

Time: 7:00 PM

Location: Virtual Meeting via Zoom

Members Present: Bruce H. Easom, Russell Burke, Robert DeGroot, Daniel Emerson and Anna Eliot

Member Absent: Richard Hewitt and Carolyn Perkins

The meeting was called to order by Chairperson Bruce Easom at 7:10 PM.

**REVIEW 2022 -2023 COMMUNITY PRESERVATION PLAN**

CPC members reviewed most recent draft of the 2022 – 2023 Community Preservation Plan.

The standard sections such as the membership term dates, CPA Schedule and the list of projects at the back of the plan will be updated. All else looks good.

**REVIEW CPC BUDGET**

Bruce Easom went over budget updates.

Mr. Easom asked members what figure they would like to use for the estimate of the local surcharge revenue for FY2023.

CPC members agreed on $850K for the estimate of the local surcharge revenue.

Mr. Easom also asked members what figure they are comfortable using for the FY2023 State Match.

CPC members agreed that 25% would be used for the State Match estimate.

Mr. Easom informed members that he and Richard Hewitt met with the Town Manager and Town Treasurer to review different bonding scenarios for the Middle School Track payment.

The Town Manager is looking into paying just the interest on the approximately $124M note in FY2023 through a process known as the Bond Anticipation Note (BAN). The interest payment is estimated to come out to around $12.5K.

Brief discussion ensued regarding different payment options.

All of these figures discussed can be reviewed at the next meeting and adjusted for any changes before the draft version of the budget is approved and finalized.

**REVIEW PROJECT UPDATES IF ANY**

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

CPC members discussed whether Project Manager had any indication on the timeline of this project and a completion date. They will invite the Project Manager to an upcoming meeting to see if he has any thoughts on this.

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

The wheels are currently having paint applied to them.

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

There was unintended misinformation for the bidding process for the engineering provided. The Project Manager is planning to revisit the procurement process with the Town Manager to ensure everything is done within the guidelines.

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

Bruce Easom informed members that they will be starting the section from Bertozzi to the northern crossing in late October.

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**PROJECT UPDATES – 2023-03 PRESCOTT STONE PROJECT**

Robert DeGroot informed members that the Project Manager is looking into vendor options on how to best maintain and display the stone and protect it from acid rain.

**PROJECT UPDATES – 2023-04 NASHUA RIVERWALK**

Bruce Easom informed members that the applicant will be receiving a reimbursement in funds for this project and will only need to pay approximately 10% of the total costs as a result in order to get the project started.

**PROJECT UPDATES – 2023-05 PRESCOTT ELEVATOR DESIGN AND ENGINEERING**

Bruce Easom informed members that the Town received three bids for this project.

**NEW / OLD BUSINESS**

**CPC INVOICES**

Committee members reviewed the following invoice(s):

1. **Russell Burke moved to approve the Invoice # 801 from Tobies Restoration for the Maintenance Shed Restoration (CPA Project # 2022-01) in the amount of $7,989.94 with an Invoice Date of 8/3/2022 as a reimbursement payment to the Groton Cemetery Association. Robert DeGroot seconded and the motion carried by unanimous vote.**
2. **Russell Burke moved to approve the invoice from Regional Restrooms, Inc. for the Maintenance Shed Restoration (CPA Project # 2022-01) in the amount of $148.50 with an Invoice Date of 8/2/2022. Daniel Emerson seconded and the motion carried by unanimous vote.**
3. **Anna Eliot moved to approve the invoice from Solitude Lake Management for Duck Pond Restoration & Preservation, Phase 2 (CPA Project # 2022-07) in the amount of $1,142.00 with an Invoice Date of 7/28/2022. Daniel Emerson seconded and the motion carried by unanimous vote.**
4. **Russell Burke 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 $354.34 with an Invoice Date of 7/31/2022. Robert DeGroot seconded and the motion carried by unanimous vote.**

**Anna Eliot moved to adjourn the meeting at 8:10 PM. Russell Burke seconded and the motion carried by unanimous vote.**

Respectfully submitted by Sammie Kul, Inter-Departmental Assistant

**APPROVED: OCTOBER 24, 2022**