**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, October 24th, 2022

Time: 7:00 PM

Location: Virtual Meeting via Zoom

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

Others Present: Becky Pine, Phil Francisco, Rick Perini, John Sopka and Fran Stanley

The meeting was called to order by Chairperson Bruce Easom at 7:00 PM.

**REVIEW CPC BUDGET**

Bruce Easom provided overview of budget updates. The Town is in the process of closing out Fiscal Year 2023.

A copy of the final draft of the budget will be forwarded and voted on for approval once all of the figures have been finalized.

**REVIEW PROJECT UPDATES IF ANY**

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

Bruce Easom informed members that the final draft of the Purchase & Sales Agreement for the Casella property is being drawn up and everything is progressing along.

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

Bruce Easom informed members that the work for the rail trail will begin on November 15th and continue throughout the winter until around mid-April.

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

Robert DeGroot informed members that they have a couple of landscapers who specialize in building stone walls like the historic stone walls of New England. These landscapers have received the specs and are putting in bids. The actual construction will not take place until the Spring.

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

Bruce Easom informed members that the bid for the Prescott Elevator Design and Engineering was awarded to Helene Karl Architects. Also, they will find out by early November or December whether they have been awarded the grant monies that was applied for.

**NEW / OLD BUSINESS**

**CPC INVOICES**

Committee members reviewed the following invoice(s):

1. **Russell Burke moved to approve the Invoice # 122637 from Phaneuf Associates for the Groton Country Club Recreation Courts Project (CPA Project # 2022-12) in the amount of $100,000.00 with an Invoice Date of 10/21/2022 subject to verification from the Town Manager that this is an installment arrangement within the contract agreement. Robert DeGroot seconded and the motion carried by unanimous vote.**

**MEET WITH THE AFFORDABLE HOUSING TRUST TO DISCUSS THE IDEA OF ANNUAL TRANSFERS OF COMMUNITY HOUSING FUNDS TO THE AFFORDABLE HOUSING TRUST**

Carolyn Perkins recused herself from this discussion and had to adjourn from the meeting.

The members of the Affordable Housing Trust (AHT) were coming before the CPC to see what their thoughts were on having CPC funds readily available for use by the Affordable Housing Trust. The AHT will be setting up a meeting with both the Select Board and Finance Committee to discuss what an appropriate amount would be to have on hand.

The AHT has been focusing on looking at town owned property that may be used for affordable housing. However, the current real estate market requires having access to funds in order to be able to act quickly if there is a property of interest for sale.

Richard Hewitt said that he is in support of this idea. However, they would need to figure out all of the details of such an arrangement which include but is not limited to how the CPA funds are allowed to be used, whether the CPA funds would be used for community housing versus affordable housing or both and what the differences are there, if any. It would be good to have clarity on all of this before any decisions are made.

Becky Pine said each situation would have to be considered differently depending on the specific circumstances.

Per the Community Preservation Coalition, a contract agreement is required between a trust and the CPC before funds can be distributed and / or granted. The AHT has no objections to this and will abide by all CPA guidelines.

Russell Burke said that he is also in support of the concept of the AHT having access to funds so they have the option to move quickly on any affordable housing opportunities.

Daniel Emerson and Robert DeGroot share the same sentiments as both Mr. Hewitt and Mr. Burke. Mr. Emerson also recommended that the AHT look into using a previously approved template for the contract agreement that is already available as a starting point.

Bruce Easom said the AHT would need to submit a CPA application each year to be considered for CPA funding similar to any other candidate and all applicants will go through the same application process.

**MEETING MINUTES**

Committee members reviewed minutes from August 8th, 2022.

**Robert DeGroot moved to approve the meeting minutes from Monday, August 8th, 2022.** **Russell Burke seconded and the motion carried by majority vote with Richard Hewitt abstaining and Carolyn Perkins absent.**

**Russell Burke moved to adjourn the meeting at 8:09 PM. Daniel Emerson seconded and the motion carried by unanimous vote.**

Respectfully submitted by Sammie Kul, Inter-Departmental Assistant

**APPROVED: DECEMBER 12, 2022**