



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, July 24th, 2023
Time: 7:00 PM
Location: 1st Floor Meeting Room, Groton Town Hall
Members Present: Bruce Easom, Anna Eliot, Carolyn Perkins, Daniel Emerson, Robert DeGroot, Russell Burke
Members Absent: Richard Hewitt
Others Present: Katie Berry, Becky Pine

The meeting was called to order by Chairperson, Bruce Easom at 7:03 PM.

CONFLICT OF INTEREST REVIEW/ RECUSAL OF CPC MEMBERS REGARDING CPA PROJECT APPLICATIONS- Becky Pine addressed the committee to discuss how and when it is appropriate to recuse yourself as a committee member. As most of the Community Preservation Committee members serve on other town boards, it is important to note that if the proposed project is a town committee conflict, you do not need to recuse, if the conflict is a not-for-profit or personal, then you would need to recuse yourself from not just voting on the conflict project, but from all project votes in that cycle. Dawn Dunbar shared some guidelines from the State Ethics Commission and it was decided that best practice for a member with a potential conflict, to seek counsel from the Community Preservation Coalition and/or Attorney General. Bruce Easom shared that approximately 5 years ago he received a clarifying reprimand letter from the government for not recusing from all votes in a cycle and filing the conflict-of-interest disclosure form in only one of two locations. Bruce Easom offered to share the letter, the committee agreed that the letter does not need to be placed into the public record, as it was not necessary and that the information was helpful for the discussion. To summarize section 19 of the Law, a municipal employee is prohibited from participating in public matters that have a financial interest to themselves, their family, a business entity they are involved with, or an employer, a municipal employee acting on public interest solely, is not likely to be a conflict.

COMMUNITY PRESERVATION PLAN UPDATE/ CREATION OF SCHEDULE FOR NEXT CPA PROCESS- A tentative schedule for the FY25 CPA application process has been established, and the preservation plan updates discussed. Some of the discussed changes were the addition of pickleball court photos, updating pas project dates, and highlighting final proposal deadlines. A motion was made by Russell Burke to move application format to Adobe, seconded by Carolyn Perkins, and opposed by Bruce Easom, Dan Emerson, Anna Eliot and Bob DeGroot, the motion did not carry.

DISCUSS POTENTIAL OPERATING BUDGET FOR HISTORICAL COMMISSION, FUNDS TO BE APPLIED FOR THROUGH HISTORIC RESERVES- Bob DeGroot addressed the committee to discuss ways that the historical commission could create an operating budget, for admin expenses such as advertising public hearings, discussing potential to make an annual application to the CPC to establish an operating budget. Russell Burke stated that it might be less of an operating budget, as maintenance or ongoing responsibilities are

not typically covered by CPC, to which Bruce Easom clarified that up to 5% of total revenue can be used for CPC operating expenses. Dan Emerson suggested contacting the Coalition to see if other towns have established this. Bob DeGroot will plan to meet with Town Manager, Mark Haddad to discuss municipal procurement options.

COMMUNITY PRESERVATION ACT SITE SIGNAGE INSTALLATION- Bruce spoke with Sean Campbell at the Country Club, as well as Sue Adams, and received approval to post the CPA sign at the Country Club pickleball court. Bruce will also meet with the sign committee and confirm hardware to be used. The suggestion was made to place a sign at the rail trail and basketball court at Lawrence Field, as former CPA projects, these signs typically are placed for a term of 1 year.

CONTINUED 2024-05 CUTLER PARK PROJECT DISCUSSION- no updates. Anna Eliot and Bruce Easom share the details of previous minutes with a member who was not present for previous meetings.

PROJECT UPDATES

NEW PROJECT UPDATES

- 2024-01 Housing Trust Funds Request (CAROLYN PERKINS)- no updates.
- 2024-02 Preservation of Lake Massapoag (ROBERT DEGROOT)- no updates.
- 2024-03 Conservation Fund FY2024 (BRUCE EASOM)- no updates.
- 2024-04 Rebuild Major League Baseball Diamond (ANNA ELIOT)- no updates.
- 2024-05 Construct 2 Softball Diamonds at Cutler (ANNA ELIOT)- no updates.
- 2024-07 Housing Coordinator FY2024 (CAROLYN PERKINS)- no updates.
- 2024-09 Squannacook River Rail Trail (SRRT) (BRUCE EASOM)- getting ready for 3rd and final phase from Bertozzi. Work done on preliminary look at next section.

CONTINUED PROJECT UPDATES

- 2020-03 Conservation Fund (BRUCE EASOM)- all paperwork is in for Casella acquisition, and because it went so well, the Casella family trust has expressed interest in the acquiring of another lot.
- 2019-08 Duck Pond Restoration (RICHARD HEWITT)- Richard Hewitt emailed notes that there have been problems with tripping the GFCI circuit breaker. A service call has been requested for Solitude to look at the rear compressor. Starting in FY2025, the Town will pay the electricity out of the Great Ponds Advisory Committee budget.
- 2022-01 Maintenance Shed Restoration (ROBERT DEGROOT)- Bob DeGroot states that this project is close to complete, painting is done.
- 2022-02 Feasibility Study for Cow Pond Fields; Waitowicz Field; Cutler Field (ANNA ELIOT)- Anna states that they are working on the botanical assessment, spending \$7000.00 for Brian Butler to do this work. All steps are being taken to satisfy requirements.
- 2022-04 Affordable Housing Site Assessment Study (DANIEL EMERSON)- no updates.
- 2022-06 Squannacook River Rail Trail (BRUCE EASOM)- no updates.
- 2022-09 Groton Dunstable Natural Field Restoration Plan (BRUCE EASOM)- Bruce Easom walked the site with the conservation commission last week, work pending.
- 2022-12 Groton Country Club Recreation Courts Project (ANNA ELIOT)- close out letter went to Sue Adams, waiting for return.
- 2022-14 GDRSD Middle School Track Construction (BRUCE EASOM)- no updates.
- 2023-03 Prescott Stone Project (ROBERT DEGROOT)- close out letter has been drafted to George Wheatley and Kara Fossey, waiting for return.
- 2023-04 Nashua Riverwalk (CAROLYN PERKINS)- no updates.
- 2023-07 Bates / Blackman Improvements Including Accessible Path (RICHARD HEWITT)- 2 invoices are presented to be signed, once paid the project should be ready for close out.

NEW/OLD BUSINESS

- Sign Invoices/ Project letters- invoices were signed by members.
- Committee Reorganization*- The committee reorganized the following for the 7/24/2023 to 7/24/2024 term.
Chairperson- Russel Burke- Dan Emerson nominated Russell Burke as chair, and by unanimous vote the motion carried.
Vice Chair- Anna Eliot- Carolyn Perkins nominated Anna Eliot as vice chair, and by unanimous vote the motion carried.
Clerk- Robert DeGroot- Russell Burke nominated Bob DeGroot as clerk, and by unanimous vote the motion carried.
Treasurer- Bruce Easom- Bruce Easom offered to continue as treasurer, Dan Emerson motioned, and by unanimous vote the motion carried.
- Select next meeting date/time- The Community Preservation Committee will meet on Monday 8/14/23 at 7:00pm and Monday 8/28/23 at 7:00pm.

MEETING MINUTES

Committee members reviewed minutes from July 10th 2023. Anna Eliot moved to approve the meeting minutes from Monday, July 10th, 2023. Bob DeGroot seconded and the motion carried.

Bruce Easom moved to adjourn the meeting at 8:37PM. Carolyn Perkins seconded and the motion carried by unanimous vote.

Respectfully submitted by Katie Berry, Inter-Departmental Assistant
Approved: ____ 8/14/23