



**TOWN OF
GROTON**
173 Main Street
Groton, MA 01450

Community Preservation Committee
Russell Burke, Chair – Planning Board
Anna Eliot, Vice Chair – Parks Comm.
Bruce Easom, Treasurer – Conservation Comm.
Robert DeGroot, Clerk – Historical Comm.
Daniel Emerson – Housing Auth.
Carolyn Perkins – at large
Richard Hewitt – at large

MEETING MINUTES

Date: Monday, September 25th, 2023
Time: 7:00 PM
Location: 1st Floor Meeting Room, Groton Town Hall
Members Present: Bruce Easom, Daniel Emerson, Russell Burke, Anna Eliot
Members Absent: Robert DeGroot, Carolyn Perkins, Richard Hewitt
Others Present: Katie Berry, Judy Anderson

The meeting was called to order by chair, Russell Burke at 7:01 PM.

COMMUNITY PRESERVATION PLAN & CPA APPLICATION UPDATES (DAN EMERSON) Dan Emerson moved to release the 2023-2024 Community Preservation Plan and CPA applications, Bruce Easom seconded, and the motion carried unanimously.

SMALL SIGN QUOTE UPDATE (KATIE BERRY) Katie Berry shared two quotes, after having requested three. One from Wass Arthur Signs for \$1930.00 and the second from Carbon Colors LLC. for \$770.31. Russell Burke stated that he will ask Mark Haddad for a transfer from unallocated reserve of \$2000.00 to CPC admin expense, to be placed on a warrant at Town Meeting, if possible. Anna Eliot motioned to approve the Carbon Colors LLC. bid for \$770.31, Dan Emerson seconded, and the motion carried unanimously.

PICKLE BALL COURT MAINTENANCE DISCUSSION UPDATE (BRUCE EASOM) Bruce Easom state that he spoke with Town Manager, Mark Haddad about this and that Mark Haddad stated that he could put a line item in the capital planning budget for the pickle ball court maintenance. There was some discussion among the committee on the capital planning board procedure. Russell Burke clarified that the response from the Town Manager is a suitable resolution regarding this specific project. Bruce Easom offered to go to the capital planning meeting, as an individual, to make sure the line item makes it onto the budget.

CPC BUDGET UPDATES (BRUCE EASOM) Bruce Easom shared the fund balances at the end of FY24 in Community Housing Reserve, Historic Reserve, and Open space reserve, Unallocated Reserve, as well as administrative expenses. Bruce Easom also shared projected numbers for FY25, and all fund balance details. There was a discussion about the bonds and financing related to the Florence Roche Track project, in order to plan future unallocated reserve payments toward the bond. Russell Burke stated that he would discuss the financing options with Mark Haddad. Bruce Easom also shared statewide registry of deeds revenues for CPA towns.

OTHER DISCUSSION: Bruce Easom shared a photo of the Middle School track; in order to decide

where to place the CPA Project signage. All present members agreed that the sign should be placed on to the chain-link fence. Bruce Easom will work with the Land Use Department to apply for sign permits.

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)- Bruce stated that there will be an update soon.
- 2024-04 Rebuild Major League Baseball Diamond (ANNA ELIOT)- Anna Eliot stated that Don Black is working on bids.
- 2024-05 Construct 2 Softball Diamonds at Cutler (ANNA ELIOT)- Anna Eliot stated that Don Black is going to start working on bids.
- 2024-07 Housing Coordinator FY2024 (CAROLYN PERKINS)- no updates.
- 2024-09 Squannacook River Rail Trail (SRRT) (BRUCE EASOM)- Bruce states that he received two bids, and one refusal to bid. The work has been awarded to Gary Shepperd, and will begin mid-November when turtle migration season is over.

CONTINUED PROJECT UPDATES

- 2020-03 Conservation Fund (BRUCE EASOM)- no updates.
- 2019-08 Duck Pond Restoration (RICHARD HEWITT)- no updates.
- 2022-01 Maintenance Shed Restoration (ROBERT DEGROOT)- no updates.
- 2022-02 Feasibility Study for Cow Pond Fields; Waitowicz Field; Cutler Field (ANNA ELIOT)- Anna Eliot stated that there will be an invoice for botany study, for approximately \$3000.00. Anna Eliot also shared that she and Matt Waterman met with Misty-Ann from Mass Wildlife for further work. She also stated they would like to do a geological study at this parcel.
- 2022-04 Affordable Housing Site Assessment Study (DANIEL EMERSON)- no updates.
- 2022-06 Squannacook River Rail Trail (BRUCE EASOM)- this project will be closed out.
- 2022-09 Groton Dunstable Natural Field Restoration Plan (BRUCE EASOM)- there was a site walk on 9/11/23, the work appears to be done, though no invoices have been received.
- 2023-04 Nashua Riverwalk (CAROLYN PERKINS)- no updates.

NEW/OLD BUSINESS

- Sign Invoices/ Project letters- invoices and close out letters were signed by present members.
- Select next meeting date/time- The Community Preservation Committee will meet on Monday 10/16/23 at 7:00pm.

MEETING MINUTES

Committee members reviewed minutes from August 28th 2023. Anna Eliot moved to approve the meeting minutes from Monday, August 28th, 2023. Dan Emerson seconded and the motion carried unanimously.

Committee members reviewed minutes from January 23rd 2023. Bruce Easom moved to approve the meeting minutes from Monday, January 23rd 2023. Anna Eliot seconded and the motion carried unanimously.

Russell Burke moved to adjourn the meeting at 8:33PM. Bruce Easom seconded, and the motion carried by unanimous vote.

Respectfully submitted by Katie Berry, Inter-Departmental Assistant

Approved: ____10/16/23_____

APPROVED