



**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, February 26, 2024  
Time: 7:00 PM  
Location: GELD 23 Station Ave Groton  
Members Present: Bruce Easom, Daniel Emerson, Russell Burke, Carolyn Perkins, Anna Eliot,  
Richard Hewitt, Robert DeGroot  
Members Absent:  
Others Present: Katie Berry, Alison Peterson, Joshua Vollmar, Sue Fitterman

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**The meeting was called to order by chair, Russell Burke at 7:07 PM.**

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**Review, rate and vote on FY 2025 Final Proposals. The attached score sheet shows the scores provided by the committee, below are any additional comments from members.**

**2025-01 Conservation Fund FY25-** Scores provided by all members, no additional comments.

**2025-02 Cow Pond Play Fields Concept Design-** Bruce Easom commented that there was no professional quote, estimate only, Carolyn Perkins noted that there are no instructions for a professional quote. Richard Hewitt shared that he has concerns regarding the letter from the Affordable Housing Trust, and abstained from vote.

**2025-03 Milestone Markers Restoration-** Bruce Easom shared that the Groton Historical Commission did not have a motion and majority vote on file by the organization, though a technicality.

**2025-04 Pollinator Pathway-** Scores provided by all members, no additional comments.

**2025-05 Prescott School Building Assessment-** Anna Eliot commented that she questioned the application for multiple reasons, and provided a score of 4. Bruce Easom stated that the minimum score is 8, and verified that 8 would be the minimum allowed. Carolyn Perkins suggested discussing the scoring criteria at a future meeting.

**2025-06 Outdoor Fitness Court-** Scores provided by all members, no additional comments.

**2025-07 Squannacook River Rail Trail Phase II Permitting-** Scores provided, with Bruce Easom abstaining, no additional comments.

**2025-08 Bancroft Castle Preservation Study-** Scores provided by all members, no additional comments.

**2025-09 Property Security, Safety, and Preservation-** Bruce Easom commented that there was a letter provided in support but no additional funding sources given.

**2025-10 Housing Fund Request FY25-** Scores provided by all members, no additional comments.

**2025-11 Housing Coordinator FY25-** Scores provided by all members, no additional comments.

**2025-12 Tools and Equipment for Building and Enhancing Trails-** Scores provided by all members, no additional comments.

2025-01 Richard Hewitt moved to recommend to Town Meeting 2025-01 Conservation Fund FY25 in the amount of \$400,000 to be paid 100,000 from Open Space and Recreation and 300,000 from Unallocated Reserve, Carolyn Perkins seconded, the motion carried unanimously.

2025-08 Bruce Easom moved to recommend to Town Meeting 2025-08 Bancroft Castle Preservation Study in the amount of 16,240 to be paid from Historic Reserve, Carolyn Perkins seconded, and the motion carried unanimously.

2025-12 Bruce Easom moved to recommend to Town Meeting 2025-12 Tools and Equipment for Building Trails in the amount 12,195, with 5,000 to be paid from Open Space Reserve and 7,195 from Unallocated Reserve, Carolyn Perkins seconded, and the motion carried unanimously.

2025-11 Bruce Easom moved to recommend to Town Meeting 2025-11 Housing Coordinator FY25 in the amount of 62,660 to be paid from the Housing Reserve, Carolyn Perkins seconded, and the motion carried unanimously.

2025-07 – Bob DeGroot moved to recommend to Town Meeting 2025-07 SRRT- Phase II Permitting in the amount of 30,000 to be paid from Unallocated Reserve, Carolyn Perkins seconded, and the motion carried, with Bruce Easom abstaining.

2025-09 Bruce Easom moved to recommend to Town Meeting 2025-09 Property Security, Safety, and Preservation in the amount of 69,600 to be paid from Historic Reserve, Richard Hewitt seconded, and the motion carried unanimously.

2025-04 Bruce Easom moved to recommend to Town Meeting 2025-04 Sustainable Groton Funding Pollinator Pathway in the amount 3,600 to come from FY24 Open Space Reserve, Carolyn Perkins seconded, and the motion carried unanimously.

2025-03 Bruce Easom moved to recommend to Town Meeting 2025-03 Milestone Markers Restoration in the amount of 8,950 to be paid from Historic Reserve, Carolyn Perkins seconded, and the motion carried unanimously.

2025-06 Bruce Easom moved to recommend to Town Meeting 2025-06 Outdoor Fitness Court in the amount of 237,500 to be paid from the Unallocated reserve, Carolyn Perkins seconded, and the motion carried unanimously.

2025-02 Bruce Easom moved to recommend to Town Meeting 2025-02 Cow Pond Play Fields in the amount of 30,000 to be paid from Unallocated Reserve, Carolyn Perkins seconded, and the motion carried 6-1, with Richard Hewitt abstaining.

2025-10 Bruce Easom moved to recommend to Town Meeting 2025-10 Housing Funds FY25 in the amount 400,000 to be paid from the Housing Reserve, Bob DeGroot seconded, and the motion carried unanimously.

2025-05 Bruce Easom moved to recommend to Town Meeting 2025-05 Prescott School Building Assessment in the amount of 100,000 to be paid from the Historic Reserve, Carolyn Perkins seconded, and the motion carried 6-1, with Anna Eliot against.

Bruce Easom moved to pay Middle School Track Project debt service payment of 144,590, with 20,000 from the FY24 Open Space Reserve and 124,590 to be paid from FY24 Unallocated Reserve, Carolyn Perkins seconded, and the motion carried unanimously.

Bruce Easom moved to pay Middle School Track Project debt service payment of 238,914 from Unallocated Reserve from FY25 funds, Carolyn Perkins seconded, and the motion carried unanimously.

Bruce Easom moved to recommend a total of 27,500 for CPC Operating Expenses, Carolyn Perkins seconded, and the motion carried unanimously.

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## **NEW PROJECT UPDATES**

**2024-01 Housing Trust Funds Request (CAROLYN PERKINS)** No updates.

**2024-02 Preservation of Lake Massapoag (ROBERT DEGROOT)** No updates until Spring.

**2024-03 Conservation Fund FY2024 (BRUCE EASOM)** Bruce Easom shared that they are still waiting on the Conservation Restriction for the 82-acre Schofield property.

**2024-04 Rebuild Major League Baseball Diamond (ANNA ELIOT)** Anna Eliot shared that if the Outdoor Fitness center passes, this project will be coordinated with it.

**2024-05 Construct 2 Softball Diamonds at Cutler (ANNA ELIOT)** Anna Eliot shared that once Waitowitz establishes, they will move forward with this project.

**2024-07 Housing Coordinator FY2024 (CAROLYN PERKINS)** No updates.

**2024-09 Squannacook River Rail Trail (SRRT) (BRUCE EASOM)** Bruce Easom shared that they are just waiting for a final coat and stone dust to complete this section.

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## **REVIEW CONTINUED PROJECT UPDATES**

**2019-08 Duck Pond Restoration (RICHARD HEWITT)** Bruce Easom noted that Bob Anderson requested a Certificate of Compliance from the Conservation Commission, which was to be held off until complete close out.

**2022-01 Maintenance Shed Restoration (ROBERT DEGROOT)** No updates until Spring.

**2022-02 Feasibility Study for Cow Pond Fields; Waitowicz Field; Cutler Field (ANNA ELIOT)** Anna Eliot shared that this project will work in conjunction with the new application 2025-02 Cow Pond Play Fields.

**2022-04 Affordable Housing Site Assessment Study (DANIEL EMERSON)** No updates.

**2022-09 Groton Dunstable Natural Field Restoration Plan (BRUCE EASOM)** Bruce Easom shared that placement of a CPC sign, to be placed at the site, is going to be put on the Sign Committee agenda.

**2023-04 Nashua Riverwalk (CAROLYN PERKINS)** No updates.

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## **NEW/OLD BUSINESS**

- Budget Discussion- Bruce Easom shared the Monthly CPA Trust Fund Deposits from Registries of Deeds spreadsheet, showing the most recent update from January 2024. The committee reviewed funding data and trends.
- Sign Invoices/ Project letters- 1 invoice was signed by the committee members.
- Next public meeting will be March 11, 2024 at 7:00pm.

Bob DeGroot shared that as of 6/30/24 he will be resigning from the CPC, as he is resigning from the Historical Commission, in his place will likely be Aubrey Theall.

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## **MEETING MINUTES**

Committee members reviewed minutes from February 12, 2024. Anna Eliot moved to approve the meeting minutes from Monday, February 12, 2024, Dan Emerson seconded and the motion carried unanimously.

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**Brue Easom moved to adjourn the meeting at 8:29PM. Dan Emerson seconded, and the motion carried by unanimous vote.**

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Respectfully submitted by Katie Berry, Inter-Departmental Assistant

Approved: 3-11-24

			26 February 2026 CPA Application Scoring							Average Score
			Anna	Bob	Bruce	Carolyn	Dan	Richard	Russell	
		2025-01 Conservation Fund FY25	38	29	30	34	31	36	36	33.43
		2025-08 Bancroft Castle Preservation Study	32	31	29	34	34	33	32	32.14
		2025-12 Tools and Equipment for Building Trails	33	28	31	33	31	35	32	31.86
		2025-11 CPA Application FY25 Housing Coordinator	36	28	27	30	32	35	34	31.71
		2025-07 SRRT - Phase II Permitting	32	31	-	31	29	29	33	30.83
		2025-09 Property Security , Safety, and Preservation	33	28	24	31	28	31	31	29.43
		2025-04 Sustainable Groton Funding	35	26	23	28	29	29	32	28.86
		2025-03 Milestone Markers Restoration	29	28	25	30	27	29	33	28.71
		2025-06 CPA Application COA Outdoor Fitness Court	33		23	26	29	30	31	28.43
		2025-02 Cow Pond Play Fields	31	31	24	27	31	-	26	28.33
		2025-10 2023 - 2024 Housing Fund Request	26	29	29	31	28	29	25	28.14
		2025-05 Prescott School Building Assessment	8	29	29	32	33	33	28	27.43