



**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.
Aubrey Theall – Historical Comm.
Daniel Emerson – Housing Auth.
Carolyn Perkins – at large
Richard Hewitt – at large

MEETING MINUTES

Date: Monday, July 8th, 2024
Time: 7:00 PM
Location: 1st Floor Meeting Room, Town Hall
Members Present: Russell Burke, Carolyn Perkins, Aubrey Theall, Bruce Easom, Anna Eliot, Richard Hewitt, Daniel Emerson
Members Absent:
Others Present: Katie Berry, Jeffrey Ohringer, Alison Dolbear Peterson, Richard Chilcoat, Charlotte Steeves, Paul Funch, Judy Anderson, Takashi Tada, Patricia Dufresne, Richard Nason, Fran Stanley, John R. Sopka

The meeting was called to order by chair, Russell Burke at 7:02 PM.

FY2025 CPA Project Kickoff Meeting- Patricia Dufresne made a presentation to the FY25 CPA project awardees, providing municipal procurement laws and guidelines, in order for the Project Managers and Applicants to move forward with their projects using best practices and complying with applicable procurement law, as determined by the spending threshold of the project. Project Managers asked clarifying questions to Mrs. Dufresne about their specific projects. After the presentation by the Town Accountant, Chairperson, Russ Burke shared that with the Project Managers who their Community Preservation Committee liaison is.

NEW PROJECT UPDATES

2025-01 Conservation Fund FY25 (BRUCE EASOM)- no updates.
2025-02 Cow Pond Play Fields (ANNA ELIOT)- no updates.
2025-03 Milestone Markers Restoration (AUBREY THEALL)- no updates.
2025-04 Sustainable Groton Funding (CAROLYN PERKINS)- no updates.
2025-05 Prescott School Building Assessment (RICHARD HEWITT)- no updates.
2025-07 Squannacook River Rail Trail Phase II Permitting (BRUCE EASOM)- no updates.
2025-08 Bancroft Castle Preservation Study (AUBREY THEALL)- no updates.
2025-09 Property Security, Safety, and Preservation (CAROLYN PERKINS)- no updates.
2025-10 Housing Fund Request (DAN EMERSON)- no updates.
2025-11 Housing Coordinator (CAROLYN PERKINS)- no updates.
2025-12 Tools and Equipment for Building and Enhancing Trails (RUSS BURKE)- no updates.

REVIEW PROJECT UPDATES

2024-01 Housing Trust Funds Request (CAROLYN PERKINS)- no updates.
2024-02 Preservation of Lake Massapoag (ROBERT DEGROOT)- Aubrey Theall indicated that work has been done, he will look for invoicing from Bob Accomazzo.
2024-03 Conservation Fund FY2024 (BRUCE EASOM)- Bruce Easom shared that the Lyman Property has a purchase and sale agreement in process.
2024-04 Rebuild Major League Baseball Diamond (ANNA ELIOT)- Anna Eliot shared that Town Manager will attend July 22nd meeting with updates to this project.
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)- no updates.
2019-08 Duck Pond Restoration (RICHARD HEWITT)- no updates.
2022-01 Maintenance Shed Restoration (AUBREY THEALL)- no updates.
2022-02 Feasibility Study for Cow Pond Fields; Woitowicz Field; Cutler Field (ANNA ELIOT)- Anna Eliot shared that the study is continuing with LandTech.
2022-04 Affordable Housing Site Assessment Study (DANIEL EMERSON)- no updates.
2022-09 Groton Dunstable Natural Field Restoration Plan (BRUCE EASOM)- Bruce Eason stated that he will contact school committee to get on their agenda.
2023-04 Nashua Riverwalk (CAROLYN PERKINS)- no updates.

NEW/OLD BUSINESS

- **Budget Discussion**- Bruce Easom shared that project close outs were confirmed by Katie Berry and Patricia Dufresne. Dan Emerson moved to adopt the budget, as presented by Treasurer, Bruce Easom, for FY25, Carolyn Perkins seconded, and the motion carried unanimously. Katie Berry will email the FY25 budget excel spreadsheet to all members.
- **Sign Invoices/ Project letters**- 4 invoices, and 2 close-out letters were signed by the committee members.
- Next public meeting will be July 22nd, 2024 at 7pm.

MEETING MINUTES

Committee members reviewed minutes from June 10, 2024. Dan Emerson moved to approve the meeting minutes from Monday, June 10, 2024 as submitted, Richard Hewitt seconded and the motion carried unanimously.

Richard Hewitt moved to adjourn the meeting at 8:05PM. Dan Emerson seconded, and the motion carried by unanimous vote.

Respectfully submitted by Katie Berry, Inter-Departmental Assistant

Approved: _____ 7/22/24 _____