



**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 22nd, 2024
Time: 7:00 PM
Location: 1st Floor Meeting Room, Town Hall
Members Present: Russell Burke, Aubrey Theall, Bruce Easom, Richard Hewitt
Members Absent: Caryolyn Perkins, Dan Emerson, Anna Eliot
Others Present: Katie Berry, Mark Haddad

The meeting was called to order by chair, Russell Burke at 7:05 PM.

Discussion with Town Manager Regarding 2024-04 Rebuild Major League Baseball Diamond Project- Mark Haddad addressed the members of the Community Preservation Committee regarding the project 2024-04 Rebuild Major League Baseball Diamond, for \$80,000 of CPA Funds. Mr. Haddad shared that the initial estimated cost for the project will not be enough and there is much additional work that could be done at this site, further suggesting that the Town could hire a designer, and modify the scope of the project to include the Alvin Sawyer Field and the playground. As the discussed project is above \$50,000, in order to follow procurement, the entire renovation would go out to sealed bids for design. Richard Hewitt clarified with Mr. Haddad that the design scope would be around \$30,000-\$40,000, the project itself would include dugouts, back stops, the fields, stands, the playground, to really make that area an upgraded recreation space for the Town. Bruce Easom applauded Mark Haddad for his efforts and stated that a really well-planned project would be best for Parks, Mr. Easom also suggested a bringing a fully designed project for the FY26 CPA cycle. After discussion, the suggestion was made to bring an amendment to the original project, for design of the entire area, to Fall 2024 Town Meeting. Mark Haddad, Town Manager, will submit a warrant article for the Fall Town Meeting, in order to amend the 2024-04 Rebuild Major League Baseball Diamond project to the Community Preservation Committee for review at the August 12th, 2024 meeting. Russ Burke clarified that this is an existing project and that with further insight, it has been decided, that a design, and greater scope will be needed.

Mark Haddad also updated the Community Preservation Committee about the 2025-05 Prescott School Building Assessment, sharing that procurement has been followed, Helene Karl Architects, Gregg Yanchenko was the chosen vendor for \$37,500, and both he and Quintin Shea of the DPW have been on site as the project is well underway. Bruce Easom requested that the roof carrying capability be assessed as part of the project.

PROJECT UPDATES

2025-01 Conservation Fund FY25 (BRUCE EASOM)- Bruce Easom shared that the Lyman Parcel has been acquired, parcel 206-32, and provided a GIS overview of the site to the Committee, funded by a private donor.

2025-02 Cow Pond Play Fields (ANNA ELIOT)- Katie Berry shared that the RFP has been created by the Town Manager and gone out.

2025-03 Milestone Markers Restoration (AUBREY THEALL)- Aubrey Theall shared that he has spoken to Richard Nason, and the project has not begun just yet.

2025-04 Sustainable Groton Funding (CAROLYN PERKINS)- Bruce Easom shared that work had not been started when he was on site this week.

2025-05 Prescott School Building Assessment (RICHARD HEWITT)- See comments above.

2025-07 Squannacook River Rail Trail Phase II Permitting (BRUCE EASOM)- No updates.

2025-08 Bancroft Castle Preservation Study (AUBREY THEALL)- Aubrey Theall shared that he has a meeting scheduled with Mark Haddad this Thursday for procurement.

2025-09 Property Security, Safety, and Preservation Boutwell House (CAROLYN PERKINS)- No updates.

2025-10 Housing Fund Request FY25 (DAN EMERSON)- No updates.

2025-11 Housing Coordinator FY25 (CAROLYN PERKINS)- No updates.

2025-12 Tools and Equipment for Building and Enhancing Trails (RUSS BURKE)- Katie Berry shared that Paul Funch was able to begin making purchases.

2024-02 Preservation of Lake Massapoag (AUBREY THEALL)- Aubrey Theall shared that the treatment has been done, invoice coming to next meeting.

2024-04 Rebuild Major League Baseball Diamond (ANNA ELIOT)- See comments above.

2024-05 Construct 2 Softball Diamonds at Cutler (ANNA ELIOT)- Mark Haddad shared that the project is underway and under budget.

2019-08 Duck Pond Restoration (RICHARD HEWITT)- No updates.

2022-01 Maintenance Shed Restoration (AUBREY THEALL)- Aubrey Theall shared that the shed will hopefully be painted in the Fall.

2022-02 Feasibility Study for Cow Pond Fields; Woitowicz Field; Cutler Field (ANNA ELIOT)- No updates.

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 the invoices are to be signed tonight, project completed under budget by about \$50,000.

2023-04 Nashua Riverwalk (CAROLYN PERKINS)- Bruce Easom shared that the project is finally able to move forward.

Other Discussion- Bruce Easom shared information about a potential Town committee to build the rail trail in West Groton. Mr. Easom also suggested to put Review of Community Preservation Plan on August 12th agenda, adding that he would like to have applicants provide a more sufficient Management Plan.

NEW/OLD BUSINESS

- **Budget Discussion-** Bruce Easom shared a spreadsheet showing collections at the Registry of Deeds, State Surplus, and Trust Fund Revenue. Bruce Easom shared we are likely to receive less in FY25 from the State Match, planning a 20% drop from the Fall of 2023. Bruce also shared approximately 57,000 in interest was earned this period.
- **Sign Invoices/ Project letters-** 4 invoices, and 3 close-out letters were signed by the committee members.
- Next public meeting will be August 12, 2024 at 7pm.

MEETING MINUTES

Committee members reviewed minutes from July 8, 2024. Richard Hewitt moved to approve the meeting minutes from Monday, July 8, 2024 as submitted, Aubrey Theall seconded and the motion carried unanimously.

Bruce Easom moved to adjourn the meeting at 7:50PM. Richard Hewitt seconded, and the motion carried by unanimous vote.

Respectfully submitted by Katie Berry, Inter-Departmental Assistant

Approved: _____8/12/24_____