



**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, August 12, 2024
Time: 7:00 PM
Location: 1st Floor Meeting Room, Town Hall
Members Present: Russell Burke, Aubrey Theall, Bruce Easom, Richard Hewitt, Carolyn Perkins
Members Absent: Dan Emerson, Anna Eliot
Others Present: Katie Berry

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

Review Draft Warrant Article for Amendment 2024-04 Rebuild Major League Baseball Diamond Project Review- Russell Burke shared the Town Manager’s draft warrant article to allow for a comprehensive study and development of bid specifications for improvements to Town Field, including Major League Diamond, Little League Field, Gazebo, and Playground. The Committee discussed concerns with former Park Commission projects, as well as other Town recreation projects. Bruce Easom moved that the CPC recommend to Town Meeting that they amend proposal of CPA project 2024-04 Rebuild Major League Baseball Diamond and recommend approval of proposed Article 9 and language of the accompanying summary prepared by the Town Manager, Richard Hewitt seconded, and after discussion, and motion carried unanimously.

24-25 Community Preservation Plan & FY26 CPA Project Timeline Draft Discussion- The Committee discussed the previous version of the Community Preservation Plan. Katie Berry shared that she would work with IT to develop a more user-friendly fillable application form. Carolyn Perkins asked about the current draft of the Master Plan in relation to necessary CPP updates, with Russ Burke sharing information on current Master Plan process. Bruce Easom provided suggested amending wording on section 10.1.2 management plan. The Committee also suggested the removal of item #1 under section 10.1.1. Katie Berry will provide information to Dan Emerson and begin working on the FY25 CPP Draft.

PROJECT UPDATES

2025-01 Conservation Fund FY25 (BRUCE EASOM)- Bruce Easom shared that the Commission is working on another project, and will have more information soon.

2025-02 Cow Pond Play Fields (ANNA ELIOT)- No updates.

2025-03 Milestone Markers Restoration (AUBREY THEALL)- Aubrey Theall shared that Richard Nason is planning to bring forward the selected contract to Mark Haddad.

2025-04 Sustainable Groton Funding (CAROLYN PERKINS)- Carolyn Perkins shared that she did a recent garden tour, that the work is coming along, and the mulch was sourced from the DPW.

2025-05 Prescott School Building Assessment (RICHARD HEWITT)- Bruce Easom shared that there have been some concerns about the assessment process being performed by Helene Karl, that the scope the firm is working with seems to be off from what was expected. Richard Hewitt shared that he will meet with the Town Manager about the concerns.

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 the contract with the selected engineering firm has been signed by the Town Manager.

2025-09 Property Security, Safety, and Preservation Boutwell House (CAROLYN PERKINS)- Carolyn Perkins shared that the Historical Restriction has been completed and brought to the Historic District Commission. Katie Berry shared that she was informed by the Town Accountant the project has been determined exempt from Chapter 30b.

2025-10 Housing Fund Request FY25 (DAN EMERSON)- Carolyn Perkins stated that they are looking at the possibility of a group home for veterans or persons with disabilities and that the soil testing work has been completed, a lot will need to be determined in order to begin work with Natural Heritage for Blandings turtle protection.

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

2025-12 Tools and Equipment for Building and Enhancing Trails (RUSS BURKE)- Russ Burke shared that Paul Funch has been making necessary purchases for his project. Katie Berry shared that the Trails Committee has been able to place materials into the Town Field Shed.

2024-02 Preservation of Lake Massapoag (AUBREY THEALL)- Aubrey Theall shared that the treatment has been done, with the invoice being signed by the Committee tonight.

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

2024-05 Construct 2 Softball Diamonds at Cutler (ANNA ELIOT)- No updates.

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, completing the project.

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 he is hoping to get on the school committee sign agenda.

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

NEW/OLD BUSINESS

- **Budget Discussion**- Bruce Easom shared a spreadsheet showing final closing numbers for FY2024. Mr. Easom shared information on additional available funding, which could be utilized for debt service payment for the MS Track. The Committee discussed the two parts of the project, with the first \$1,000,000.00 being paid in full. Mr. Easom shared that to date \$235,072.00 of the \$1.4 million remaining has been paid. The Committee discussed putting \$100,000.00 toward the principal of the \$1.4 million to be paid on the Fall Town Meeting Warrant, and to continue using conservative estimates on projected income. Bruce Easom moved to authorize Katie Berry to contact the Town Manager to place an article on the Fall Town Meeting warrant to pay an additional \$100,00.00 toward the remaining principal on the MS Track project, Richard Hewitt seconded, and the motion carried unanimously.
- **Sign Invoices/ Project letters**- 4 invoices, and 3 close-out letters were signed by the committee members.
- Next public meeting will be August 26, 2024 at 7pm.

MEETING MINUTES

Committee members reviewed minutes from July 22, 2024. Richard Hewitt moved to approve the meeting minutes from Monday, July 22, 2024 as submitted, Aubrey Theall seconded and the motion carried 4-0, with Carolyn Perkins abstaining.

Bruce Easom moved to adjourn the meeting at 8:23PM. Richard Hewitt seconded, and the motion carried by unanimous vote.

Respectfully submitted by Katie Berry, Inter-Departmental Assistant

Approved: 9/16/24_____