



**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, September 16, 2024
Time: 7:00 PM
Location: 1st Floor Meeting Room, Town Hall
Members Present: Russell Burke, Bruce Easom, Dan Emerson, Anna Eliot, Richard Hewitt, Aubrey Theall
Members Absent: Carolyn Perkins
Others Present: Katie Berry

The meeting was called to order by chair, Russell Burke at 4:31 PM.

24-25 Community Preservation Plan & FY26 CPA Project Timeline Draft Discussion- The Committee discussed the suggested Community Preservation Plan Schedule for 2024-2025. Dan Emerson moved to approve the discussed 24-25 Community Preservation Plan schedule for FY26 projects, Richard Hewitt seconded, and the motion carried unanimously. The Committee further discussed photos for the new plan, which Bruce Easom stated he will plan to get a photo of the Casella land parcel. The Committee discussed the addition of 2023-07 Bates/Blackman project, with description and photo. Furthermore, the Committee went over suggestions for edits on the current plan, including clarification to section 10.1.2 #6. Richard Hewitt also suggested identifying the property owner under the Preliminary Project application, field 6. Bruce Easom moved to approve the changes to the Community Preservation Plan, as discussed, Anna Eliot seconded, and the motion carried unanimously.

Other Discussion- Bruce Easom moved to accept the resignation of Don Black for project 2024-05 Cutler Fields, and accept Mark Haddad as project Manager, Anna Eliot seconded, and the motion carried unanimously. It was noted that Mr. Haddad will also be Project Manager for the 2024-04 Town Field project. A letter of thanks to Mr. Black for his efforts, will be reviewed and signed at the next meeting. Katie Berry, Administrator, provided the Committee with the Grant Agreement between the Affordable Housing Trust and Select Board, to be signed as acknowledgment by the Community Preservation Committee, Bruce Easom moved to allow the Chair, Russell Burke, to sign as acknowledgement and receipt of the Grant Agreement, Anna Eliot seconded, and the motion carried unanimously.

PROJECT UPDATES

2025-01 Conservation Fund FY25 (BRUCE EASOM)- Bruce Easom discussed the Graniteville Rd-Westford Sportsman Club parcel Conservation Restriction, and will provide an update at the next meeting.

2025-02 Cow Pond Play Fields (ANNA ELIOT)- Anna Eliot shared that the Park Commission has selected Activitis as the chosen vendor for the concept design. Ms. Eliot discussed the project with the Committee, and how to go about the Article 97 litigation for the “hill” on parcel 39. Russ Burke stated that the design should come first. Bruce Easom stated that the Conservation Commission is in favor of pursuing the Article 97 process for the parcel, and shared his support for the removal of the hill, as it is likely now more of a hazard to wildlife than a protection.

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)- Richard Hewitt shared information on a previous discussion regarding the scope of work expected from Helene Karl Architects on this assessment, in which Mr. Haddad, Town Manager and Project Manager, has assured all parties are working within scope.

2025-07 Squannacook River Rail Trail Phase II Permitting (BRUCE EASOM)- Bruce Easom shared that he, Peter Cunningham, and Jon Strauss, walked areas with members of Mass Dept of Fisheries and Wildlife, to look at relevant parcels, and receive feedback. Mr. Easom stated that Natural Heritage will likely have the most feedback for the project, also, that he has resigned from the Squannacook Greenways and joined the recently established West Groton Rail Trail Committee.

2025-08 Bancroft Castle Preservation Study (AUBREY THEALL)- No updates.

2025-09 Property Security, Safety, and Preservation Boutwell House (CAROLYN PERKINS)- Katie Berry shared that she received an email from Michelle Collette stating that the Preservation Restriction for the Boutwell House was recorded with the Registry of Deeds on September 6th, 2024.

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 will attend the upcoming meeting on September 23rd, 2024 to ask about an alternative tool purchase.

2024-02 Preservation of Lake Massapoag (AUBREY THEALL)- No updates.

2024-04 Rebuild Major League Baseball Diamond (ANNA ELIOT)- Katie Berry shared that a vendor had been chosen for the concept design process. Anna Eliot stated that she would like to resign as project liaison. Katie Berry, Administrator, will ask Mark Haddad for project updates via email prior to CPC meetings.

2024-05 Construct 2 Softball Diamonds at Cutler (ANNA ELIOT)- No additional updates see “Other Discussion” above.

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 asked if she is able to utilize the remaining funds toward the Article 97 process on parcel 39 of Cow Pond, which the Committee suggested that she ask of the Town Manager.

2022-04 Affordable Housing Site Assessment Study (DANIEL EMERSON)- Dan Emerson shared the following update from Fran Stanley, “The Affordable Housing Trust continues to work on predevelopment tasks for the Hoyts Wharf Parcel. At their September 5th meeting, the Trust decided to work further on the ANR plan and not go forward with the Fall Town Meeting warrant article at this time. So, the Select Board pulled warrant article 17 from the FTM when they met on September 9th. The Trust expects to meet with their engineer to revise the concept plan and try to collect feedback from Natural Heritage before then bringing their proposal to Town Meeting. As Rick Perini put it, ‘if the Trust is going to do it, let’s do it right’”.

2022-09 Groton Dunstable Natural Field Restoration Plan (BRUCE EASOM)- Bruce Easom shared that he has been informed that Dunstable Community Preservation funds were also used for the project, and he will be meeting with the Dunstable CPC soon to determine a plan for signage.

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

- **Budget Discussion-** Bruce Easom shared information on available funding to pay down the Middle School Track project debt service band. The Committee discussed putting an additional \$400,000.00 from the Unallocated Reserve toward the principal of the \$1.4 million borrowed, to be put on the Fall Town Meeting Warrant. Bruce Easom moved to put \$400,000.00 toward the remaining 1.4 million borrowed for the Middle School Track project on the Fall Town Meeting Warrant, Richard Hewitt seconded, and the motion carried unanimously.
 - **Sign Invoices/ Project letters-** 4 invoices, and 7 close-out letters were signed by the committee members.
 - **Next public meeting** will be September 23, 2024 at 7pm.
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MEETING MINUTES

Committee members reviewed minutes from August 12, 2024. Anna Eliot moved to approve the meeting minutes from Monday, August 12, 2024 as submitted, Dan Emerson seconded, and the motion carried 5-0, with Anna Eliot abstaining.

Richard Hewitt moved to adjourn the meeting at 6:04PM. Aubrey Theall seconded, and the motion carried by unanimous vote.

Respectfully submitted by Katie Berry, Inter-Departmental Assistant

Approved: _____ 9/23/24 _____