



**TOWN OF  
GROTON**  
173 Main Street  
Groton, MA 01450

**Community Preservation Committee**  
Anna Eliot, Chair – Parks Commission  
Aubrey Theall Vice Chair – Historical Commission  
Bruce Easom, Treasurer/Clerk – Conservation Comm.  
Russell Burke– Planning Board  
Daniel Emerson – Housing Auth.  
Carolyn Perkins – at large  
Richard Hewitt – at large

## MEETING MINUTES

Date: Monday, December 9<sup>th</sup>, 2024  
Time: 7:00 PM  
Location: 1<sup>st</sup> Floor Meeting Room, Town Hall 173 Main Street  
Members Present: Russell Burke, Dan Emerson, Anna Eliot, Richard Hewitt, Aubrey Theall, Bruce Easom  
Members Absent: Carolyn Perkins  
Others Present: Katie Berry, Judy Anderson, Paul Funch, Jon Strauss, Rob Foley, Jeff Ohringer

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**The meeting was called to order by chair, Anna Eliot, at 7:00 PM.**

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**Discussion with Paul Funch of the Trails Committee about Tools Purchases for 2025-12 Tools and Equipment for Building and Enhancing Trails Project-** Paul Funch was present, to request a list of additional tools to be purchased with the 2025-12 Tools and Equipment funds, explaining that some of the items he had previously hoped to purchase, would not suit, for various reasons. Mr. Funch explained the need for some of the requested items, and their benefit to creating and enhancing the trail systems, further sharing how useful some of the tools that have already been purchased have been. Bruce Easom stated that the reason for contingency funds is, not only for price inflation, but also project needs change, and stated that as the tools are within the original funds request and would be permissible. Members agreed with Mr. Easom's statements and shared their support for the purchases. Bruce Easom moved that the requested alteration of the required tools for the 2025-12 project be approved by the committee, Dan Emerson seconded, and motion carried unanimously.

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### **Updates on FY26 Preliminary CPA Applications**

**2026-01 West Groton Rail Trail-** Bruce Easom and Jon Strauss shared that, in working with LandTech, and the railroad/freight right entity, there was a favorable outcome, with potentially less on legal fees and more on environmental fees, and a potential joint filing with Squannacook Greenways, which could accelerate the project's timeline.

**2026-04 Cutler Field Softball Field Improvements-** Withdrawn

**2026-07 Prescott Family Educational Project-** Withdrawn

**2026-08 Prescott House Preservation-** Withdrawn

**2026-16 Townwide Digital Preservation Assessment-** Withdrawn

**2026-17 Town Center Development Vision Plan-**Withdrawn

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### **CONTINUED PROJECT UPDATES**

**2025-01 Conservation Fund FY25 (BRUCE EASOM)-** Bruce Easom shared that the Conservation Commission is continuing to investigate acquisitions, with a recent walk at the newly acquired Lyman

parcel, with Anna Eliot adding comment on the beautiful piece of land. Mr. Easom also noted they are still working to get the Conservation Restriction on the Schofield property.

**2025-02 Cow Pond Play Fields (ANNA ELIOT)**- Anna Eliot stated there are no updates, the Park Commission is meeting tomorrow.

**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)** – Bruce Easom shared that no permitting contractor has been selected yet, working on overall project.

**2025-08 Bancroft Castle Preservation Study (AUBREY THEALL)** – Aubrey Theall stated he should receive the engineering report by the 20<sup>th</sup> of December.

**2025-09 Property Security, Safety, and Preservation (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)** – No additional updates, see discussion above.

**2024-04 Rebuild Major League Baseball Diamond (ANNA ELIOT)** – Anna Eliot shared that the Park Commission will discuss the project tomorrow.

**2024-05 Construct 2 Softball Diamonds at Cutler (ANNA ELIOT)** – Katie Berry shared the 2026-04 Cutler Field project has been withdrawn by the Project Manager, Mark Haddad. Jon Strauss shared that in looking in at the original application for this project, there is no mention of fencing, and explained that there is not only no any mention of the fencing, there are no schematics, or estimates for the fence work, and shared his opinion that the Park Commission could potentially look to utilize FY25 funds with a new application for the project, and to go through the process of amending or applying for public transparency. Russ Burke shared that any amendment will have to come before the CPC regardless, and agreed that the original project was lacking in detail. Mr. Strauss added that that the 6-month process allows for the public to be fully informed and allow for public feedback. The Committee discussed project scopes and the process with Mr. Strauss and Mr. Foley. Bruce Easom added that the CPC can receive a request to rescind the withdrawal of the application, should that be the Project Manager's future intention.

**2019-08 Duck Pond Restoration (RICHARD HEWITT)** – Richard Hewitt shared that the GELD invoice for this site, is to be signed this evening, and the account should be closed on December 1<sup>st</sup>.

**2022-04 Affordable Housing Site Assessment Study (DANIEL EMERSON)** – No additional updates, an email update from Fran Stanley was shared earlier in the day, reading, *“Good morning. The Affordable Housing Trust continues to work with the engineering firm Dillis & Roy to sort out Natural Heritage permitting for the Hoyts Wharf parcel. Since the state's Natural Heritage office has discretion over the amount of allowed development on this parcel, it is important for the Trust to ascertain the allowed development and limit of work before any further permitting steps are taken.”*

**2022-09 Groton Dunstable Natural Field Restoration Plan (BRUCE EASOM)**- Bruce Easom presented the sign, purchased by the Dunstable CPC, showing both Dunstable and Groton's Seal. Mr. Easom shared that the design has been approved by the School Committee and will soon go before the Groton Sign Committee. Mr. Easom requested to purchase more hardware for hanging signs with CPC administrative funds, which members agreed was a suitable purchase.

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

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## **NEW/OLD BUSINESS**

- **Budget Discussion-** Bruce Easom displayed the FY25 Forecast excel sheet for the Committee, looking at allocation of funds. Mr. Easom shared that expected local surcharge revenue for FY26 is currently set at \$850,000, in FY25 the same number was used for projection, however, in FY24 the actual local surcharge revenue was over 1 million. The committee agreed to use \$900,000 as an FY26 expected local surcharge revenue placeholder. Bruce Easom also shared that the FY24 state match is currently about 28%, though, and as more towns join, the percentage decreases. The committee agreed to leave 25% as the projected state match percentage. Mr. Easom discussed the

upcoming bond payment for the Middle School track, suggesting a \$202,702 payment. The committee deliberated on payment of interest on bonds, and the priority of payment toward current debt, as well as the FY26 project fund availability. Bruce Easom suggested discussion of sending the Town Manager, Mark Haddad an email to potentially ask the Town Manager to withdraw the 2026-14 Town Field preliminary application, because the CPC doesn't feel comfortable bonding it, Anna Eliot abstained from the discussion, Richard Hewitt suggested it would be more appropriate to send a letter, that the CPC not wish to incur more debt. Aubrey Theall suggested sending a friendly letter, that the disposition of the committee, is to not incur more debt at this time. Bruce Easom moved to authorize the Administrator to send a letter to the Town Manager, indicating the CPC's preference for not incurring additional debt until the Middle School track project principal has been retired, Richard Hewitt seconded, and the motion carried unanimously.

- **Sign Invoices/ Project letters-** The present committee members signed invoices only, no project letters.
- **Next public meeting** will be January 13<sup>th</sup> 2025, unless there is a need to meet on December 23<sup>rd</sup>, 2024

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### **MEETING MINUTES**

Committee members reviewed minutes from November 18, 2024. Dan Emerson moved to approve the meeting minutes from Monday, November 18, 2024 as submitted, Aubrey Theall seconded and the motion carried, and the motion carried unanimously.

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**Bruce Easom moved to adjourn the meeting at 8:38PM. Russell Burke seconded, and the motion carried by unanimous vote.**

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Respectfully submitted by Katie Berry, Inter-Departmental Assistant

Approved: \_\_\_1/13/25\_\_\_\_\_