



**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.
George Barringer– Planning Board
Daniel Emerson – Housing Auth.
Carolyn Perkins – at large
Richard Hewitt – at large

MEETING MINUTES

Date: Monday, April 14, 2025
Time: 7:00 PM
Location: 1st Floor Meeting Room, Town Hall 173 Main Street
Members Present: Dan Emerson, Anna Eliot, Aubrey Theall, Bruce Easom, Carolyn Perkins
Members Absent: George Barringer, Richard Hewitt
Others Present: Micaela Moore

The meeting was called to order by chair, Anna Eliot, at 7:06 PM.

Town Meeting Warrant Discussion- Anna Eliot asked Bruce Easom if he would be willing to present both articles at Town Meeting. Mr. Easom expressed interest in presenting the article that addresses how funds are allocated into the various CPC “buckets.”

Micaela Moore informed the Board that the Town Manager, Mark Haddad, had requested one or two CPC members present the articles at Town Meeting. Mr. Easom then explained the contents of the consent agenda to the Board. Carolyn Perkins noted that CPC members have not typically read the consent agenda aloud in past meetings.

Mr. Easom clarified that the CPC funding recommendations will now be presented as a single consent motion, as outlined in the town warrant. Ms. Eliot emphasized that the CPC articles appear early in the meeting agenda, so members should be punctual.

Mr. Easom expressed uncertainty about the process if someone were to object to the consent agreement covering all projects. Ms. Eliot responded that any objection would likely pertain to a specific project, so the entire motion would not need to be reconsidered.

Ms. Perkins volunteered to read the motion and asked Ms. Moore to provide the relevant section in advance. Dan Emerson pointed out that if a project is challenged, it is the responsibility of the applicant—not the CPC Board—to defend it.

Ms. Eliot asked whether applicants in prior years had been informed in advance that they might need to speak on behalf of their projects at Town Meeting. The Board agreed to send an email to all applicants, reminding them of the importance of attending and potentially speaking about their projects.

Mr. Easom shared that when he presents the financial article, he typically explains the CPC’s mission to help residents understand its role in town improvement. He also noted he anticipates possible criticism from residents, particularly due to school budget concerns. However, he reiterated that the CPC exists because schools are consistently underfunded and these projects would otherwise never be completed.

Ms. Perkins added that it is important to remind residents the CPC has supported school-related projects in the past, including the funding of the track.

CONTINUED PROJECT UPDATES

2025-01 Conservation Fund FY25 (BRUCE EASOM)- Mr. Easom reported a recent meeting with the Division of Conservation Services (DCS), which reviews conservation restrictions. He explained why the property in question should be protected from development and why a portion must remain closed to the public for safety reasons. The DCS is currently reviewing the situation due to its unique nature, and Mr. Easom expects resolution in the coming weeks.

2025-02 Cow Pond Play Fields (ANNA ELIOT)- Ms. Eliot shared that a letter from the Department of Fisheries and Wildlife was sent to the Affordable Housing Trust and the Parks Commission, regarding the 64-acre parcel on Cow Pond Road. The letter recommended collaboration to create a comprehensive plan for the entire area, including Heritage Landing. The Parks Commission will meet with the Housing Trust, and the DPW and Conservation Commission will also be consulted.

Mr. Easom raised concerns that soil from the Chicopee Road excavation was being dumped onto Heritage Landing and questioned whether it had been tested. Ms. Moore confirmed the soil was tested and met requirements.

2025-03 Milestone Markers Restoration (AUBREY THEALL) – Mr. Theall reported that there had been a misunderstanding—the stone was believed to be missing again, but police located it at its designated location.

2025-04 Sustainable Groton Funding (CAROLYN PERKINS) – No updates.

2025-05 Prescott School Building Assessment (RICHARD HEWITT)- No update

2025-07 Squannacook River Rail Trail Phase II Permitting (BRUCE EASOM) – The project is awaiting notification regarding a state grant. Permitting efforts are ongoing, and related project 2026-01 is also in progress. Issues have arisen from the railroad.

2025-08 Bancroft Castle Preservation Study (AUBREY THEALL) – The final report is expected by the end of April.

2025-09 Property Security, Safety, and Preservation (CAROLYN PERKINS) – Work on the windows is ongoing. Camera installation is scheduled between late April and May 18th.

2025-10 Housing Fund Request FY25 (DAN EMERSON) – Anna Eliot inquired about closing out the account. The Board discussed whether the account closes when the money is allocated or when it is spent. Bruce Easom recommended waiting until the end of the fiscal year. The Board agreed.

2025-11 Housing Coordinator FY25 (CAROLYN PERKINS) – Ms. Perkins reports that the Housing Coordinator has been busy with the housing trust.

2025-12 Tools and Equipment for Building and Enhancing Trails (GEORGE BARRINGER) – Daniel Emerson made a motion for the project 2025-12 Tools and Equipment for Building and Enhancing Trails to be closed out. Aubrey Theall seconded the motion, it passed unanimously. Close out documents for the project were signed.

2024-04 Rebuild Major League Baseball Diamond (ANNA ELIOT) – Remaining work will appear in the next Town Meeting warrant. Ms. Perkins asked about remaining funding. An email from Mark Haddad in the Board's packet reminded members that a prior vote allowed those funds to be used for a comprehensive study and development of bid specifications.

2024-05 Construct 2 Softball Diamonds at Cutler (ANNA ELIOT) -- \$42,000 remains in the account. The backstops are scheduled for installation in the next few weeks.

2019-08 Duck Pond Restoration (RICHARD HEWITT) -- Ms. Eliot noted that \$2,885.12 remains in the account and asked if the project should be closed. Ms. Moore mentioned that complications exist due to the mix of donated and CPC funds. The Board discussed whether continued electric bill payments constitute maintenance. Mr. Theall suggested setting a date when CPC funding for electric bills would stop. Ms. Perkins proposed reviewing the project's current status. Ms. Eliot suggested inviting Bob Anderson to the next meeting, and Mr. Easom expressed interest in hearing about muck sampling.

2022-04 Affordable Housing Site Assessment Study (DANIEL EMERSON) – Mr. Emerson read an email to the board from Housing coordinator Fran Stanley that stated. “Good afternoon. On March 27, 2025, the Affordable Housing Trust heard back from Natural Heritage about the Hoyts Wharf parcel. Natural Heritage has several questions and looks like they will be requiring additional wildlife mapping and also a survey for an endangered plant. Further, Natural Heritage is grouping the Trust’s plans for a corner of the town owned property together with the Park Commission’s requests for work acres away that is much closer to their existing Cow Pond ball fields. The Trust is working to get clarity on the requirements of the agency and also to confirm that the two board’s different plans (and for different areas) need to be yoked together.”

2022-09 Groton Dunstable Natural Field Restoration Plan (BRUCE EASOM)- The final sign has arrived and is correct. Mr. Easom will mount it. \$47,936 remains in the account. The applicant will be contacted to determine if the project can be closed out.

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

NEW/OLD BUSINESS

- **Budget Discussion-** No discussion this meeting. An updated budget will be available after Town Meeting.
- **Sign Invoices/ Project letters-** The present Committee members signed invoices. Carolyn Perkins made a motion to sign the close-out letter for Project 2022-01 (Maintenance Shed Restoration). Aubrey Theall seconded the motion, and it passed unanimously.
- **Next public meeting** will be April 28th 2025, in the 1st Floor Meeting Room of Town Hall.
- **Upcoming Meeting Decision-** Not discussed.

MEETING MINUTES

No minutes for review.

Aubrey Theall moved to adjourn the meeting at 7:57PM. Dan Emerson seconded, and the motion carried by unanimous vote.

Respectfully submitted by Micaela Moore, Inter-Departmental Assistant

Approved: _____ July 14th 2025 _____