

Meeting Minutes
CPC Meeting 01/13/2025

6:30pm

In Attendance:

Adam Haywood, Ed Watson, Kim Jackson, Mike Dempsey, Linda Friel, Elaine Tahmizian Meuse, Patrick Millina

Absent: Leeah Crane, DJ McNulty

Call to Order 6:35pm

- Vice CPC chair discussion
 - Mike Questions if it is needed
 - Motion to table by Adam, Seconded by Patrick. Vote Unanimous.
- Draft monthly report discussion.
 - Amend to have Town Administrator fill out budget information.
 - Motion by Adam to adopt amended report, Seconded by Mike. Vote Unanimous.
- Discussion of draft scoring.
 - Mike questions how we are going to use this.
 - Patrick suggested using a personal checklist to evaluate project.
- Update from Kim on CPC administrator
 - Currently no neighboring towns are using a CPC administrator.
 - Patrick requests Town Administrator input.
- Update from Ed on expired VETO project.
 - Claire Walsh is interested in continuing project.
 - Claire is interested and going for an extension
 - Adam expressed concern that project cannot be completed as drawn for the proposed costs.
 - Claire asked to hold open until next meeting so she can research where project stands.
- Discussion on CPA plan
 - Patrick motion to table, seconded by Adam. Vote Unanimous.
- New Project Applications
 - Affordable Housing and Home Repair initiative.
 - Mike expressed concern about what we will get out of project.
 - Save our Last Historic Mill Building.
 - Questions about Septic System sizing.
 - Questions about which doors and windows will be replaced.
 - Questions on what the use of building will be.
 - Questions on abatement.
 - Ed asks to do a site visit.
 - Mike agrees to amend application for next meeting.

- Trail Enhancement Project.
 - Enhancements to make trails more useful.
 - New Trash and Dog waste receptacles.
 - Questions on who will maintain trash receptacles.
- Groveland Congregational Church
 - Adam preemptively asked for Town Counsel ruling.
 - Counsel approves with a Preservation Restriction requirement.
 - Could potentially include a restriction where if building is sold money could be recovered with interest.
 - Claire Walsh provided historical info on Paul Revere Bells
- Open Projects Update
 - New Mill Pond – Next steps complete Land Survey
 - Crosstown Rec Trail – Next step work with Town Administrator to hire trail design company
 - Washington Hall Paving – Nothing to Report
 - Pines Skate Park – Expected to begin 2025
 - Planting and Preserving trees – Next step landscaper and sign company.
 - Cemetery Monument Preservation – Expected to be complete by end of 2025
 - Community Garden – Next step outreach and initial plans
 - Washington Hall on National Registry – All documentation sent to state awaiting response.
 - Pines shade and seating – Working with highway department on placement.
 - Town Clerk scan docs – Boxed and awaiting pickup.
 - Perry Park Design Phase – Survey complete. Consultant to draft plans and schedule public input.
 - Pines/Shanahan Parking – Shanahan well underway, Grading at pines has begun. TEC report provided by Town Administrator.
- Town Administrator requests use of purchase order system.
 - Draft PO form
 - Mike requests that a note be put in for when multiple quotes are required.
 - Adam makes motion to adopt PO system, Seconded by Patrick. Vote Unanimous.
- Next Meeting Set for 02/10/2025 6:30pm
- Motion to adjourn by Patrick, seconded by Kim. Vote Unanimous.
- Meeting Adjourned 8:30pm

Submitted By:

Adam J. Haywood

02/09/2025