

# Town of Bridgewater, Massachusetts

## Community Preservation Committee

### Meeting Minutes January 27<sup>th</sup>, 2021



#### Community Preservation Committee

Gina Guasconi, Chair  
Recreation Commission

Carlton Hunt, Vice-Chair  
Citizen at Large

Kevin Mandeville  
Open Space Committee

Joan Neumeister  
Housing Authority

Jean Guarino  
Planning Board

Harry Bailey, Jr.  
Conservation Commission

Stephen Rogan  
Historical Commission

William Smith  
Historic District Commission

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Affordable Housing Trust

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Joshua McGraw  
Staff Assistant

The meeting was called to order by the Chair at 6:32PM

**Members Present:** Gina Guasconi, Jean Guarino, Carlton Hunt, Harry Bailey, William Smith, Stephen Rogan

**Members Absent:** Kevin Mandeville, Joan Neumeister

**Guests Present:** Jennifer Goldson, Gordon Brailsford, Barbara Morey

**Public Comment** – No public comment.

#### **Approval of Minutes – December 17<sup>th</sup>, 2020**

*Harry Bailey motioned to approve the meeting minutes from December 17<sup>th</sup>, 2020, Stephen Rogan seconded the motion. The motion was approved unanimously.*

#### **Review of Financial Reports**

The committee reviewed the latest financial reports received from the Finance Department.

*Carlton Hunt motioned to take discussion on the Administrative Budget out of order, William Smith seconded the motion. The motion was approved unanimously.*

#### **Administrative Budget**

The committee reviewed the Community Preservation Committee's current administrative budget as of December 2020 and discussed the projected budget for the remainder of the fiscal year. Carlton Hunt explained that if there is an unanticipated increase in income, the committee can revise the budget mid-year. Carlton Hunt is planning to reach out to the department of revenue to confirm this.

#### **Old Business**

##### **Grant Agreement – Central Square Congregational Church**

Jennifer Burke has received the grant agreement for the Central Square Congregational Church project and after review, stated that it may need to go through the procurement process. The grant agreement was then forwarded to the Town Council and Town Manager for further review and to confirm if a procurement process will be necessary. A suggestion is to instead have the CSCC pay for the work by the architect and send an invoice to the CPC. Further discussion with the Town Manager will be held before a decision is made by the committee and CSCC.

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### **High Street Bridge Committee**

The state, along with the federal government, has scheduled to meet with the committee on February 8<sup>th</sup>, 2021.

### **Memorial Building Changes**

Approval has been given for the universal access ramp and the windows, paint colors, railing, etc. are the next items to be discussed and considered.

### **Policies and Procedures Document**

Carlton Hunt, Jennifer Goldson and Gina Guasconi made changes to the deed restrictions in the document along with any grammatical errors that were found. It has been submitted to the town to be reviewed by Michael Dutton, Jennifer Burke, and Anthony Sulmonte.

### **Administrative Code Change to Ministerial**

The committee discussed and agreed that the chair should request that the CPC's administrative code changes be submitted for approval by the Town Manager as soon as possible.

### **Housing Trust Presentation**

Jennifer Goldson gave a presentation on Housing Trusts and discussed the goals and responsibilities of Housing Trusts with the committee.

### **Liaison Reports**

#### **Parks and Recreation**

The dugout and part of the playground has been completed. A portion of the incomplete fencing will be finished once the Highway Department has completed their work in the area.

#### **Pickle Ball Courts**

A memo was received from the Town Manager for start-up money in the amount of \$20,000 for the Pickle Ball Courts. Parks and Recreation is also planning to come to the CPC with an application for funding.

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### **CP Coalition Dues**

The bill in the amount of \$2,875 has been received for the dues owed to the CP Coalition. The CPC had already budgeted \$3,000 in anticipation of the dues.

*Carlton Hunt motioned to pay the dues in the amount of \$2,875 to the CP Coalition, William Smith seconded the motion. The motion was approved unanimously.*

### **Public Forum – February 24<sup>th</sup>, 2021**

A flyer is being prepared and will be posted on the town announcement page for the public forum scheduled in February. The committee reviewed the agenda for the public form and provided recommendations on items that could be discussed.

### **Next Meeting – Public Forum February 24<sup>th</sup>, 2021**

### **Adjourn – 9:40PM**