



Town of Bridgewater **Community Preservation Committee**

January 24, 2024

6:30 PM

The meeting will be held virtually via Zoom.

To attend via video, click on the link below:

<https://us06web.zoom.us/j/82384599732>

To attend via phone, dial: 1(646) 876-9923

Meeting ID: 823 845 997 32

MEETING AGENDA

Disclosure: Pursuant to Section 20 of Chapter 20 of the Acts of 2020, An Act Relative to Extending Certain Covid-19 Measures Adopted During the State of Emergency, and the March 31, 2025, extension granted by Chapter 22 of the Acts of 2022, this meeting for the Town of Bridgewater will be fully remote and accessible to the public through remote participation to the greatest extent possible. No in-person attendance is permitted. Citizens who wish to tune in to the meeting may do so via Zoom.

- A. Call to Order**
- B. Chair's Announcements**
- C. Public Comment**
- D. Approval of Meeting Minutes**
 - a) October 25, 2023
- E. Review of Financial Reports**
 - a) December 31, 2023
- F. Old Business**
 - a) Policies and Procedures Document
 - b) Project Updates - Active Projects
 - 1. Central Square Congregational Church: Vote to Rescind
 - 2. Stiles and Hart Improvements
 - 3. Hemlock Drive Windows and Door Replacement
 - 4. Old State Farm Trails
 - 5. Parthenon Frieze
 - 6. Summer Street (Mobil Station)
 - 7. Broad Street Properties
 - c) Project Updates - Completed Projects/Final Reports

1. Pickle Ball Courts
2. McElwain School
3. Memorial Building

d) Eligibility Form Approved/Awaiting Applications

1. Community Gardens at the Senior Center
2. Hanson's Farm

e) Administrative Account - FY23 Carryover Encumbrances

1. Recognition Plaques and Signage for CPA Funded Projects

f) Applications Received

1. Central Square Congregational Church - Phases 2 and 3 - Withdrawn

g) Annual Public Hearing and 5-year Plan - Procurement Status

G. New Business

H. Committee Liaison Reports

I. Upcoming Events

J. Public Comment

K. Next Meeting Date

L. Adjournment of Meeting

Town of Bridgewater, Massachusetts

Community Preservation Committee

Meeting Minutes October 25, 2023

Link to meeting recording: <https://www.youtube.com/watch?v=sNAc3YuAI2c>

A. Call to Order

The meeting was called to order by the Chair at 6:30

Members Present: Gina Guasconi, Carlton Hunt, Geoff Merriman, Patrick Driscoll, Harry Bailey, William Smith

Members Absent: Stacey Driscoll, Maureen Minasian

Guests: Emily Williams

B. Chairs Announcements

The Chair stated that a recent notice from the CPA Coalition regarding funding has indicated that the state has not put the CPA in its budget which could result in up to a 20% decrease in funds. She also encouraged members to take advantage of CPC trainings offered by the Coalition.

C. Public Comments – None.

D. Approval of Meeting Minutes

September 25, 2023 – no minutes. Meeting was canceled due to lack of quorum.

August 23, 2023

Harry Bailey motioned to approve the August 23, 2023 minutes which was duly seconded. The motion was approved unanimously.

E. Review of Financial Reports

The committee reviewed the report as of September 30th. The Chair and Vice Chair explained the columns on the 'Expense Budget to Actual' sheet in regards to 'FY2024 Budget Amount' not being the original awarded amount. The Chair will request that the Finance Department add, if possible, two columns, one for 'Original Award' and the other for 'Total Project Spent'.

F. Committee Reorganization

The committee will reorganize in December.

G. Old Business

a) Policies and Procedures

The process for closing projects has been added and forwarded to the Town Manager and Acting Finance Director for input. The committee will walk through the document once it is ready for review.

b) Project Updates – Active Projects

1. Central Square Congregational Church



Community Preservation Committee

Gina Guasconi, Chair
Recreation Commission

Carlton Hunt, Vice-Chair
Citizen at Large

Maureen Minasian
Open Space Committee

Stacy Driscoll
Housing Authority

Patrick Driscoll
Planning Board

Harry Bailey, Jr.
Conservation Commission

Geoff Merriman
Historical Commission

William Smith
Historic District Commission

Affordable Housing Trust

Town of Bridgewater, Massachusetts

Community Preservation Committee

Barbara Morey, CSCC representative, reported that the Church's trustees met and voted to withdraw their application. A letter was submitted by the Church stating such was sent to the CPC; however it was not received so Barbara read the letter. A lengthy discussion of the project's history and deed restrictions ensued, followed by the next steps to be taken.

The committee has asked for a more detailed letter explaining the Trustee's reason for withdrawing. Also, the letter should be revised to say they are have votes to not accept the award for the steeple and to withdraw their application for phases 2 and 3.

Until this letter is physically in hand, no action can be taken.

Committee members expressed disappointment that the project may be ending.

(Note: Prior to end of this meeting, the CSCC issue was raised again. Barbara reported that she and another CSCC representative would be requesting a follow-up meeting with the Trustees. Additional suggestions were provided as next steps.)

2. Stiles and Hart Improvements

Carlton Hunt reported that the Parks and Recreation Commission has reviewed and endorsed the improvements that were presented at their last meeting. Bid documents are being developed. He noted that the CPC still has not received the list of planned related portions to be CPA funded, which was previously requested, when the recommendation was made.

3. Hemlock Drive Windows and Doors Replacement

No update.

4. Old State Farm Trails

Carlton updated that changes were needed in the layout due to wetlands and that the state has not submitted the final layout of the trail which is the next step for the project. Also noted was that the NRTB has received several donations and will not be coming back to CPC for additional funding.

5. Parthenon Frieze

Carlton Hunt reported that the restoration is complete. A structural engineer will submit a final review of the designated areas for the installation in the Academy Building, noting any improvements that need to be made to safely display the Frieze.

6. Mobil Station

Carlton Hunt informed the committee that deed restriction for park designation is in process and that the Town will hold meetings for public input on the use and design of the property.

7. Broad Street Parcels

No update.

c) Project Updates – Completed Projects

1. Pickle Ball Courts

The Chair reported the final report has been received; however, there will be additional edits before it is released.

2. McElwain School

Town of Bridgewater, Massachusetts

Community Preservation Committee

The Chair reported the final report has not been received and that the Town Manager has reached out to the developers for the report to be submitted.

3. Memorial Building

The Chair reported the final report has been received; however, there will be additional edits before it is released.

4. Town House

Carlton Hunt reported that the roofing is complete and the Town Manager is requesting a final report from the contractor. Also, clean-up continues with the help of the BSU archivist.

d) Project Updates – Eligibility Form Approved, Awaiting Application

1. Community Gardens at the Senior Center

Emily Williams is looking into additional grants for the gardens before submitting an application.

2. Hanson's Farm

The appraisal is underway with an engineer on hand to map out the wetlands and should be available by December.

e) Administrative Account Update – FY23 Carryover Encumbrances

1. Hanson's Farm Appraisal

The appraisal is being completed. Discussed in more detail in a previous item.

2. Recognition Plaques and Signage

The tags for the display cases in the Library have been completed. Carlton will continue to reach out to other CPA recipients regarding signage for their projects.

3. PAL – Central Square Congregational Church Deed Restriction

Discussed in an earlier update.

g) Anticipated Projects

1. Restoration of Antique Fire Pump

No update. Chair will follow up with retired Chief McDermott and Acting Chief Schlatz if project is still being looked at for CPA funding.

2. Additional Pickle Ball Courts

Application has not been submitted.

h) Annual Public Hearing – Procurement Status

The bid for procurement is in process and expected to be posted for December.

i) Project Liaisons

The Chair noted the need for project liaisons to follow projects, be project contact, and review invoices. Carlton noted this is included in the pending Policies and Procedures document.

Town of Bridgewater, Massachusetts

Community Preservation Committee

H. New Business

a) CPA Coalition Dues - \$3,500 Due

Carlton Hunt motioned to approve the funding of \$3,500 for CPA Coalition Due which was duly seconded. The motion was approved unanimously.

Committee Liaison Reports

Parks and Recreation

Gina Guasconi reiterated that the Parks and Recreation Commission reviewed the Stiles and Hart improvement design and recommended it to move forward. She also noted that Parks and Recreation are being included on ad hoc committees for Stiles and Hart Improvements and the Mobil Station property.

Historical District Commission

Bill Smith reported the HDC reviewed and approved a new business sign in Central Square. He also noted that several residents have approached him about the Town's role in addressing the condition of buildings around the common.

Historical Commission

Geoff Merriman noted a demolition hearing for 53 Morris Ave will be held on November 14th.

Conservation Committee

Harry Bailey No update. Next meeting is the following night. They have been without an agent so Bob Ruilli, Director of Community and Economic Development, has stepped in.

Open Space

The Chair reported everything has been approved for the Wyman Meadows trails and work will begin soon.

Planning Board

Pat Driscoll relayed that 89 acres along the Taunton River were discussed and voted as open space at their last meeting. He also spoke on the clearing of the Jenny Leonard Park on Cherry Street by Long Built Homes as part of the Oldfield Estates agreement. The next step is for the Town to accept the area on Oldfield Drive for parking and trails from the developer.

Upcoming Events

Fundraiser on November 11th at the hall on Cedar Street to raise funds for Winter Wonderland lights,

Central Square Congregational Church 'Night at the Opera' on November 10th.

Public Comment - None

The next meeting will be held on December 13th at 6:30 p.m.

Adjourn – The meeting was adjourned at 8:28 p.m.

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Harry Bailey motioned to adjourn the meeting at 8:28 p.m. which was duly seconded. The motion was approved unanimously.

Submitted by: Joshua McGraw

Town of Bridgewater CPC Reporting 12/31/2023 Revenue Budget to Actual				
Group 4				
Object	Description	FY2024 Budget Amount	FY2024 Actuals	FY2024 Available
412000	REAL ESTATE SURCHARGE	825,000.00	456,069.08	368,930.92
414200	TAX LIENS REDEEMED-TAX TITLE PAYMTS	0.00	1,573.15	(1,573.15)
417001	PENALTIES & INTEREST TAXES	0.00	1,006.52	(1,006.52)
468004	STATE REVENUE-CPA MATCH	175,000.00	186,066.00	(11,066.00)
482000	EARNINGS ON INVESTMENT	0.00	72,497.63	(72,497.63)
Grand Total		1,000,000.00	717,212.38	282,787.62

Town of Bridgewater CPC Reporting 12/31/2023 Expense Budget to Actual				
Group 5				
Object	Description	FY2024 Budget Amount	FY2024 Actuals	FY2024 Available
0.573000	ADMINISTRATIVE EXPENSES-DUES	3,500.00	3,500.00	0.00
530000	ADMINISTRATIVE EXPENSES	46,500.00	0.00	46,500.00
530000	**ADMINISTRATIVE EXPENSES- CARRYOVER	20,372.50	15,366.00	5,006.50
580050	**O-FY23-042 OLD STATE FARM TRL PROJ	4,400.00	4,400.00	0.00
581000	**O-FY23-038 EMINT DOMAIN SUMMER	313,900.00	0.00	313,900.00
581002	**O-FY24-008 BROAD ST 2-LOTS	340,000.00	3,600.00	336,400.00
582000	**O-FY21-017 CNTRL SQ CONGR CHUR	200,000.00	0.00	200,000.00
582004	**O-FY23-039 BHA WINDOW PROJECT	363,000.00	0.00	363,000.00
582006	**O-FY23-026 TOWN HOUSE ROOF PROJECT	38,824.31	28,933.88	9,890.43
584000	**O-FY21-037 PICKLE BALL PROJECT	2,090.34	0.00	2,090.34
584001	**O-FY23-051 PARTHENON FRIEZE RESTORAT	15,375.00	1,140.00	14,235.00
584010	**O-FY22-074 STILES&HART IMPRVMT	1,284,556.38	3,112.75	1,281,443.63
589000	**O-FY19-027 MCELWAIN REDEVLPMNT	135,000.00	135,000.00	0.00
591082	KEITH HOMESTEAD (Matures 2026)	48,000.00	48,000.00	0.00
591086	ACADEMY BUILDING (Matures 2036)	240,000.00	0.00	240,000.00
591582	KEITH HOMESTEAD INTEREST	2,340.00	1,440.00	900.00
591586	ACADEMY BUILDING INTEREST	95,400.00	47,700.00	47,700.00
Grand Total		3,153,258.53	292,192.63	2,861,065.90

Town of Bridgewater CPC Reporting 12/31/2023 Unofficial Balance Sheet of Available for CPC			
Type	Object	Description	FY2024 Actuals
Fund Balance .Voted N/A	321500	**FUND BAL-CPA RES FOR CONT APPR	2,697,146.03
Fund Balance Available	324000	FUND BAL-CPA RES FOR EXP	264,260.00
Fund Balance Available	324100	FUND BAL-CPA RES OPEN SPACE	123,227.14
Fund Balance Available	324200	FUND BAL-CPA RES HISTORIC PRES	383,395.52
Fund Balance Available	324300	FUND BAL-CPA RES COMM HOUSNG	148,800.14
Fund Balance Available	359000	UNDESIGNATED FUND BALANCE	420,414.39
Grand Total			4,037,243.22