



**Town of Bridgewater**  
**Community Preservation Committee**

March 27, 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/81706105116>

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

**Meeting ID: 817 061 051 15**

**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) February 28, 2024
  - b) March 18, 2024
- E. Review of Financial Reports**
  - a) February 29, 2024
- F. Old Business**
  - a) Policies and Procedures Document - Vote
  - b) Applications Received
    - 1. Senior Center Community Garden
    - 2. Hanson's Farm
  - c) Project Updates - Active Projects
    - 1. Stiles and Hart Improvement
    - 2. Hemlock Drive Windows Replacement
    - 3. Old State Farm Trails

4. Parthenon Frieze
5. Summer Street (Mobil Station)
6. Broad Street Properties

d) Project Updates - Completed Projects

1. McElwain School
2. Town House

e) Administrative Account - FY23 Carryover Encumbrances

1. Recognition Plaques and Signage for CPA funded projects.

f) Annual Public Hearing and 5-Year Plan - Update

**G. New Business**

a) FY25 Budget

**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  
February 28, 2024



### 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

Link to meeting recording:

<https://www.youtube.com/watch?v=c0KAtREwxQw>

### 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, Maureen Minasian

**Members Absent:** Stacey Driscoll

**Guests:** Emily Williams

### B. Chairs Announcements

The Chair thanked Carlton Hunt for his work on the policies and procedures document.

### C. Public Comments – None.

### D. Approval of Meeting Minutes

**January 24, 2024**

*William Smith motioned to approve the January 24, 2024, meeting minutes which was duly seconded. The minutes were approved unanimously.*

### E. Review of Financial Reports

Acting Finance Director Laurie Guerrini provided a financial update including tax income and adjustment for Central Square Congregational Church funds. Approximately \$1,540,000 funds remain unappropriated in various accounts.

### F. Old Business

#### **a) Policies and Procedures**

The completed document has been submitted to the committee for review. Members will have the opportunity to submit comments/recommendations prior to the final vote in March.

# Town of Bridgewater, Massachusetts

## Community Preservation Committee

### **b) Project Updates – Active Projects**

#### **1. Stiles and Hart Improvements**

There is a RFQ out for the project.

#### **2. Hemlock Drive Windows Replacement**

The grant agreement is being sent and once signed, work will begin.

#### **3. Old State Farm Trails**

A meeting was held to discuss the webpage and meet with college students for project discussion. There is no expectation for town funding from CPC at the moment.

#### **4. Parthenon Frieze**

The Frieze restoration is complete and the installation is being considered as there is significant work that needs to be completed.

#### **5. Summer Street (Mobil Station)**

A public input session for use of the park is scheduled for March 13<sup>th</sup>.

#### **6. Broad Street Properties**

The Town Attorney is finishing work with the registry of deeds for the property.

#### **7. Town House**

The final report is due so that the project can be closed out.

### **c) Project Updates – Completed Projects**

#### **1. Pickle Ball Courts**

*Carlton Hunt motioned to accept the Pickle Ball Court Final Report which was duly seconded. The motion was approved unanimously. The Chair will request that the Finance Department return the remaining funds to the Open Space and Recreation pool account.*

#### **2. McElwain School**

The final report is being reviewed and finalized for the March meeting.

#### **3. Memorial Building**

*Carlton Hunt motioned to accept the Memorial Building Final Report which was duly seconded. The motion was approved unanimously.*

# Town of Bridgewater, Massachusetts

## Community Preservation Committee

### **d)Administrative Account Update – FY23 Carryover Encumbrances**

#### **1. Recognition Plaques and Signage**

Carlton Hunt has reached out to the Parks and Recreation Department to discuss displaying the CPC Plaques and Signage.

### **e) Annual Public Hearing and 5-year Plan – Procurement Status**

One response was received for the procurement for the 5-Year Plan, from J.M. Goldson

*Carlton Hunt motioned to accept and recommend using \$35,200 from the administrative account (53000) for the contract with J.M. Goldson, which was duly seconded. The motion was approved unanimously.*

### **G) New Business**

#### **a) Project Updates – Eligibility Form Approved, Awaiting Application**

##### **1. Community Gardens at the Senior Center**

*Carlton Hunt motioned to take the Community Gardens at the Senior Center out of order which was duly seconded. The motion was approved unanimously.*

The project includes an intergenerational community garden with pickle ball courts and parking lots. The Chair expressed the need for more information and application corrections before voting to approve the application. The committee will have a special meeting in early March to vote on the finalized application after concerns were raised about the timing of approval and its impact on planting season for the garden.

##### **2. Hanson's Farm**

The negotiations are ongoing with the Town Attorney and the Hanson's for the conservation restriction to and public benefits access of the 72-acres. The CPC will ask that a member be in attendance for the negotiations.

### **H) Committee Liaison Reports**

#### **Parks and Recreation**

No update.

#### **Historic District Commission**

Bill updated the committee that the new zoning laws will not override historic district bylaws, ensuring preservation and regular review process for the historic district.

#### **Historical Commission**

No update.

# Town of Bridgewater, Massachusetts

## Community Preservation Committee

### **Conservation Committee**

No update.

### **Open Space**

No update.

### **Planning Board**

The Planning Board recommended height reduction to ensure quality development of the form-based code that was sent to the Planning Board. A public hearing on March 12<sup>th</sup> to further discuss the form-based code.

### **Upcoming Events**

None.

### **Public Comment - None**

**The next meeting will be held on March 27<sup>th</sup> at 6:30 p.m.**

**Adjourn – The meeting was adjourned at 8:30 p.m.**

*William Smith motioned to adjourn the meeting at 8:30 p.m., which was duly seconded. The motion was approved unanimously.*

**Submitted by: Joshua McGraw**

# Town of Bridgewater, Massachusetts

## Community Preservation Committee

Meeting Minutes  
March 18<sup>th</sup>, 2024



### Community Preservation Committee

Gina Guasconi, Chair  
Recreation Commission

Carlton Hunt, Vice-Chair  
Citizen at Large

Maureen Minasian  
Open Space Committee

Stacy Driscoll  
Housing Authority

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Affordable Housing Trust

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### A. Call to Order

The meeting was called to order by the Chair at 6:00

**Members Present:** Gina Guasconi, Carlton Hunt, Geoff Merriman, Patrick Driscoll, Maureen Minasian

**Members Absent:** Stacey Driscoll, William Smith, Harry Bailey

**Guests:** Emily Williams

### B. Public Comments – None.

### C. Old Business

a) Senior Center Community Gardens – Application \*Vote\*

The Char received guidance from Stuart Saginor of the MA CPA Coalition after reviewing the community gardens application. Only about \$5,000 of the costs in the application are eligible to be covered per his review of the application. The review was discussed in detail with the committee and applica

*Carlton Hunt motioned to continue discussion and reach out to the Town Attorney to clarify the use of the Community Garden before the next meeting which was duly seconded. The motion was approved unanimously.*

**The next meeting will be held on March 27<sup>th</sup> at 6:30 p.m.**

**Adjourn – The meeting was adjourned at 6:27 p.m.**

*Carlton Hunt motioned to adjourn the meeting at 6:27 p.m., which was duly seconded. The motion was approved unanimously.*

**Submitted by: Joshua McGraw**

| Town of Bridgewater CPC Reporting<br>2/29/2024<br>Revenue Budget to Actual |                                     |                      |                |                  |
|----------------------------------------------------------------------------|-------------------------------------|----------------------|----------------|------------------|
| Group 4                                                                    |                                     |                      |                |                  |
| Object                                                                     | Description                         | FY2024 Budget Amount | FY2024 Actuals | FY2024 Available |
| 412000                                                                     | REAL ESTATE SURCHARGE               | 825,000.00           | 703,027.29     | 121,972.71       |
| 414200                                                                     | TAX LIENS REDEEMED-TAX TITLE PAYMTS | 0.00                 | 2,693.60       | (2,693.60)       |
| 417001                                                                     | PENALTIES & INTEREST TAXES          | 0.00                 | 1,893.67       | (1,893.67)       |
| 468004                                                                     | STATE REVENUE-CPA MATCH             | 175,000.00           | 186,066.00     | (11,066.00)      |
| 482000                                                                     | EARNINGS ON INVESTMENT              | 0.00                 | 96,599.14      | (96,599.14)      |
| Grand Total                                                                |                                     | 1,000,000.00         | 990,279.70     | 9,720.30         |

| Town of Bridgewater CPC Reporting<br>2/29/2024<br>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           | 303,600.00     | 36,400.00        |
| 582000                                                                     | **O-FY21-017 CNTRL SQ CONGR CHUR       | 0.00                 | 0.00           | 0.00             |
| 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 REDEVLPMT        | 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             | 2,340.00       | 0.00             |
| 591586                                                                     | ACADEMY BUILDING INTEREST              | 95,400.00            | 47,700.00      | 47,700.00        |
| Grand Total                                                                |                                        | 2,953,258.53         | 593,092.63     | 2,360,165.90     |

| Town of Bridgewater CPC Reporting<br>2/29/2024<br>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 | 2,497,146.03   |
| 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   | 583,395.52     |
| 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   |

## RE: Bridgewater Senior Center Community Gardens - Part 2

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From: Stuart Saginor (stuart.saginor@communitypreservation.org)

To: gigi1024@verizon.net

Cc: carlton@thehunts.org; chase.mack@communitypreservation.org

Date: Monday, March 18, 2024 at 04:32 PM EDT

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Hi Gina:

We only evaluated the Phase 1 of this project to build a community garden and landscape the area outside the Senior Center, as we understand that is the only phase in front of your CPC right now. We provided some overall guidance on how other recreational elements might work on this land, but let us know if you are also considering Phase 2 and 3 now.

CPA funds cannot support a senior center's activities, projects or building amenities. Folks often inquire if landscaping outside areas of town buildings would qualify, such as land around Town Hall, the Library, Senior Center, etc. and the answer is generally no. CPA recreational land does not have buildings on the property. Structures aren't allowed, and that is often where you can tell the difference between true recreational land and all other types of land. The town would have to take steps to permanently protect the outdoor sections of the senior center land before you could use CPA funds there.

We focused on the community garden portion of this project, as that seemed the most promising for CPA funds. Community gardens are considered "recreational" under CPA (see this definition):

*"Recreational use", active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. "Recreational use" shall not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.*

But we aren't certain that the project is even a community garden. A community garden is a specific type of garden. It contains individual plots (raised or in ground) that are rented out to anyone in the community who wants to grow vegetables for their own private consumption. Is that the plan for this project? Or are the gardens going to be used exclusively by the Senior Center as part of their programming and mission to serve seniors? CPA cannot fund any expenses incurred by the Senior Center in carrying out their duties, so it would be important to clarify how this land will be used.

While a true community garden would be an eligible expense, the expense for that is only \$5,200. None of the other expenses in the Phase 1 application are for a community garden. They are all for outdoor amenities directly related to the senior center building use and programs – patio, grills, lighting, benches, tables, bird cafes, chairs, arbor, pavers, etc. As we mentioned, CPA cannot pay for outdoor landscaping and improvements at a senior center.

It's also important to note that none of this property is dedicated recreational land; it's general municipal land. So, there is some work to be done if you want to build a community garden on this land in Phase 1, or any of the other items proposed for future phases. You will have to reconfigure this project to be "creation of a town park" in order to make it eligible. CPA can build parks on dedicated and restricted parkland, but it cannot fund new recreational areas that are on general municipal land - senior center, town hall, library, etc. A senior center is general municipal land and not dedicated parkland.

To dedicate a portion of this land to recreation, the Town Meeting vote should contain a "change of use" or "change of care custody and control" of the portion of this parcel that you want to build recreational

facilities with CPA funds. The CPC should make that a condition for the project and have your approval be contingent on Town Meeting taking that vote. Then the portion of the land that you want to turn into recreational use would be permanent parkland and be protected under Article 97 of the state constitution (more on Article 97 later).

You'll have to work with your Town Counsel on the exact wording of that vote and to make sure that it is possible to convert a portion of this parcel to parkland. Even if it is possible to take that vote, we would caution you that there will likely be some pushback from the town to locking down this land as recreational; towns usually want to keep their options open to use land differently in the future. But CPA funds are for land that is restricted to a CPA use. If the town wishes to leave the land unrestricted, they should use unrestricted funding (ie: a non-CPA funding source).

As you can see from the definition of recreational land above, all the examples are land that is permanently dedicated to recreational uses. It is all open land with no buildings or structures or other incompatible uses on the land. As the Department of Revenue puts it, "CPA is intended to promote outdoor recreational pursuits which take place on open land in a relatively natural state."

In Massachusetts, this type of dedicated recreation land is permanently protected under Article 97 of our state constitution.

<https://www.mass.gov/info-details/article-97-the-public-lands-preservation-act>

How do you identify permanently protected land for recreational use? There are a few ways recreational land can be identified, such as being under control of the Board of Park Commissioners (or similar board), protected as land for recreational use in the deed or Town Meeting acquisition vote, a previous action that triggered article 97 protection and restrictions on the land that have been recorded at the Registry of Deeds. There are clear legal protections under Article 97 of the state's constitution that apply to dedicated recreational lands, and those protections are not present on general municipal land. That is why a prerequisite for using CPA recreational funds is that the land must be first permanently dedicated to recreation.

Projects like these always bring lots of politics and pressure, as they are very popular, of course. But hopefully folks will understand that CPA is a restricted fund for restricted parkland, not an unrestricted fund for unrestricted land (such as Senior Centers).

Best,  
Stuart

**Stuart Saginor, Executive Director**  
Community Preservation Coalition

**Phone:** 617-371-0540

**Web:** [www.communitypreservation.org](http://www.communitypreservation.org)

**Email:** [stuart.saginor@communitypreservation.org](mailto:stuart.saginor@communitypreservation.org)

6 Beacon Street, Suite 615, Boston, MA 02108

*Please Note: The Community Preservation Coalition renders neither legal opinions nor legal advice, and recommends consulting with an attorney.*

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**From:** gigi1024@verizon.net <gigi1024@verizon.net>

**Sent:** Thursday, March 14, 2024 2:40 PM

**To:** Stuart Saginor <Stuart.Saginor@communitypreservation.org>

**Cc:** Carlton Hunt <carlton@thehunts.org>

**Subject:** Re: Bridgewater Senior Center Community Gardens - Part 2

Hello again ~

Per my previous email, attached is the power point for your reference. This was prepared by the Senior Center and submitted as part of their application for CPA funding for community gardens. The first screens are background information. Phase 1 goes along with their current application for the gardens.

Please let us know if you have any questions.

Thanks muchly ~

Gina Guasconi, Chair

Bridgewater CPC