



Town of Bridgewater Community Preservation Committee

March 26, 2025

6:30 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/81533487314>

Meeting ID: 815 3348 7314

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 26, 2025
- E. Review of Financial Reports**
 - a) February 28, 2025
- F. Old Business**
 - a) Applications Received
 - 1. Hanson's Farm - Vote
 - b) Eligibility Forms Approved
 - 1. Multi-Functional Fields
 - c) Project Updates - In Process
 - 1. Stiles and Hart Improvements
 - 2. Hemlock Drive Windows Replacement
 - 3. Parthenon Frieze
 - 4. Samuel Edson Book

5. Town House Interior Historical Architect Assessment

d) Project Updates - Completed Projects

1. Broad Street Properties
2. Summer Street (Mobil Station)
3. Rebinding of 1894 Death Records Book
4. Old State Farm Trail - Final Report Vote

e) Potential New Projects

1. Jenny Leonard Park
2. Basketball Courts - Legion and Scotland Fields
3. Study of Recreational Land Option - Legion and Scotland Fields
4. Restoration of Fire Department's Ousamequin Hand Pump Truck
5. Windows at Unitarian Church
6. Storage building at Legion Field
7. Open Space Plan

G. New Business

- a) FY26 Budget
- b) As brought up by the committee

H. Committee Liaison Reports

I. Upcoming Events

J. Public Comment

K. Next Meeting Date

- a) Wednesday, April 23, 2025

L. Adjournment of Meeting



Town of Bridgewater, Massachusetts

Community Preservation Committee

Meeting Minutes February 26, 2025

Link to meeting recording: <https://www.youtube.com/watch?v=872ZjjZV9ZA>

A. Call to Order

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

Members Present: Gina Guasconi, Carlton Hunt, Geoff Merriman, Maureen Minasian, Harry Bailey

Members Absent: Stacey Driscoll, Patrick Driscoll, William Smith,

Guests:

B. Chair's Comments and Announcements

The chair noted that the Old State Farm vote taken in January to accept the final report should be revoted since Carlton has found more information. This was omitted from this month's agenda; however it will be addressed at the March meeting. The CPC 5-year plan is now online.

C. Public Comments – None.

D. Approval of Meeting Minutes

a) January 22, 2025

Maureen Minasian motioned to approve the January 22, 2025 meeting minutes which duly seconded. The motion was approved with 4 yeas and 1 abstention.

E. Financial Reports

a) January 31, 2025

The financials as of January 31, 2025, were reviewed. The Chair noted that:

- The discrepancy found at the January meeting regarding the Admin Funds FY24 Carryover vs the FY25 Admin Funds has been resolved and the corrected amounts are reflected in the January financials.
- The Historic Preservation Reserve available balance will be increased by \$9,775.43 since the final report for the Town House Roofing project was accepted. As a result of the acceptance, the remaining funds will be returned to the account from which they were drawn.
- The CPC is ahead of the projected income. (Added by Carlton, we are at ~ 82% .)
- Interest income is very good with close to \$89k received. (Added By Carlton, this represents ~10% of monies received.)
- After deducting the encumbered amounts for active projects, the balance will be about \$2.4m - \$2.5m in expendable funds.

F. Old Business

a) Applications Received

1. Hanson's Farm

Carlton reported that Josh McGraw and Acting Town Manager Blythe Robinson have been working hard on the draft application. The amount to be asked from CPC is in flux but basically it

Page 1 of 3



Town of Bridgewater, Massachusetts

Community Preservation Committee

is a 1% match to the \$3m grant which equates to approximately \$30k. The Town can count work done in preparing the Conservation Restriction as well as any work in preparation of the project towards the match. Also, included in the match will be payment to Wildlands Trust who is holding the CR. The CR has been sent to the State for approval. The Conservation Commission will need to approve the access plan.

2. Multi-Functional

Multi-functional fields' application awaits submission.

b) Project Updates – Active projects

1. Stiles and Hart Improvements

Improvements are well underway. The Town's acquisition of the landlocked property is still in question. From the Chair's understanding, it is in the hands of the Town Council President if they wish to purchase the parcel or take it by eminent domain. In the meantime, can the trail be rerouted around it in to complete the project.. The Finance Director has submitted the request for grant reimbursement. The Chair will follow up with Ms. Guerini as to the status. There is still work to be done including more benches to be installed. The Chair will confer with the Engineer, Pat Brennan, to see what remains to be done. Parks and Recreation has been approached to hold some type of grand reopening once the project is complete.

2. Hemlock Drive Windows Replacement

Carlton reported, that the contract has been signed. He will attend a kick-off meeting later that week with the Housing Authority to which he'll bring a copy of the award letter to be sure that the information CPC requires is conveyed.

3. Parthenon Frieze

The first reading of the Order for the \$4,600 for the construction work to strengthen the walls will be at the upcoming Town Council meeting

4. Samuel Edson Book

The funding Order will be at the next Town Council meeting for a first reading.

5. Town House Interior

The CPC officers reported that this has been put on hold until a permanent Town Manager starts with the Town. A scope of work has been drafted in the meantime. If the project isn't completed this FY, the funds will be encumbered to carryover to expend in FY26.

c) Project Updates – Completed Projects

1. Broad Street Properties

The report is being finalized pending acceptance of the conservation restriction by the State.

2. Summer Street (Mobil Station Lot)

The report is being finalized pending filing of the deed restriction.

3. Rebinding of 1857-1894 Death Records Book

The rebound book has been returned to the Town Clerk's office. The final report is in process.

d) Potential New Projects:

1. Jenny Leonard Park

There are no new updates. Parks and Rec is looking at what to do to improve the park. Harry noted that in the pas, when Oldfield Estates was bring built, the Police Department turned down the parking



Town of Bridgewater, Massachusetts

Community Preservation Committee

since it was too far off the road to monitor. The park would be enhanced if the Town accepts the parcel and land on Oldfield.

2. **Basketball Courts**

Scotland field and Legion field courts are in disrepair and in need of being restored/rehabilitated.

3. **Study of Recreational Land**

The study is currently being looked at by Parks and Recreation Commission. Parks and Recreation currently does not have a recreation master plan so hopes that one can be created from what comes from the study.

4. **Restoration of Fire Department Ousamequin Hand-pump**

This project would restore and put the pump on display at the new fire station.

5. **Wyman Meadows**

Materials to repair trails. Wildlands Trust would do the work.

H. Committee Liaison Reports

a) Parks and Rec - Gina

Updates were mentioned previously in the meeting when discussing other agenda items.

b) Open Space - Maureen

No new updates other than, in the future, cutting paths and related work at Wyman Meadows. Videos of parks, courtesy of BTV, are online on Open Space page of the Town's website.

c) Conservation Commission - Harry

Waiting for paperwork on Hanson's Farm. Wildlands Trust be taking that over. There are new developments going in on South Street that are being reviewed. The ConCom hasn't really done much with Stiles and Hart. They now share an agent with Halifax after being without one for 20 months

d) Historical Commission – Geoff.

They are having trouble making quorum and are anticipating welcoming a new member.

I. Upcoming Events

There will be a meet and greet for the Town Manager candidates on March 9 at the Senior Center.

J. Public Comment – None.

K. Next Meeting

The next meeting will be held on March 26th at 6:30 p.m. Hybrid meetings were discussed. They require a quorum of members be physically present so we would need to determine if we could meet that minimum.

L. Adjourn

Harry Bailey motioned to adjourn the meeting at 7:15 p.m., which was duly seconded. The motion was approved unanimously.

Submitted by: Joshua McGraw/Gina Guasconi

Town of Bridgewater CPC Reporting 1/31/2025 Revenue Budget to Actual				
Group 4				
Object	Description	FY2025 Budget Amount	FY2025 Actuals	FY2025 Available
412000	REAL ESTATE SURCHARGE	875,000.00	718,450.77	156,549.23
414200	TAX LIENS REDEEMED-TAX TITLE PAYMTS	0.00	1,750.93	(1,750.93)
417001	PENALTIES & INTEREST TAXES	0.00	982.11	(982.11)
468004	STATE REVENUE-CPA MATCH	100,000.00	170,429.00	(70,429.00)
482000	EARNINGS ON INVESTMENT	0.00	88,976.79	(88,976.79)
Grand Total		975,000.00	980,589.60	(5,589.60)

Town of Bridgewater CPC Reporting 1/31/2025 Unofficial Balance Sheet of Available for CPC			
Type	Object	Description	FY2025 Actuals
Fund Balance . Voted N/A	321500	**FUND BAL-CPA RES FOR CONT APPR	1,517,503.50
Fund Balance . Available	324000	FUND BAL-CPA RES FOR EXP	357,178.75
Fund Balance Available	324100	FUND BAL-CPA RES OPEN SPACE	222,817.48
Fund Balance Available	324200	FUND BAL-CPA RES HISTORIC PRES	580,395.52
Fund Balance Available	324300	FUND BAL-CPA RES COMM HOUSNG	246,300.14
Fund Balance Available	359000	UNDESIGNATED FUND BALANCE	998,396.87
Grand Total			3,922,592.26

Town of Bridgewater CPC Reporting 1/31/2025 Expense Budget to Actual					
Group 5					
Object	Description	ORIGINAL PROJ BUDGET	FY2025 Budget Amount	FY2025 Actuals	FY2025 Available
0.573000	ADMINISTRATIVE EXPENSES-DUES		3,500.00	3,500.00	0.00
530000	**ADMIN EXPENSES -FY24 SPENT		35,225.00	35,062.40	162.60
530000	**ADMIN EXPENSES -FY25 SPENT		45,250.00	0.00	45,250.00
558016	**O-FY24-046 REBINDING RECORDS	3,000.00	3,000.00	3,000.00	0.00
581002	**O-FY24-008 BROAD ST 2-LOTS	340,000.00	36,400.00	0.00	36,400.00
582004	**O-FY23-039 BHA WINDOW PROJECT	363,000.00	363,000.00	0.00	363,000.00
582006	**O-FY23-026 TOWN HOUSE ROOF PROJECT	82,500.00	9,775.43	0.00	9,775.43
584001	**O-FY23-051 PARTHENON FRIEZE RESTORAT	18,000.00	14,235.00	8,760.00	5,475.00
584010	**O-FY22-074 STILES&HART IMPRVMT	1,300,000.00	1,091,093.07	356,963.80	734,129.27
591082	KEITH HOMESTEAD (Matures 2026)		47,000.00	47,000.00	0.00
591086	ACADEMY BUILDING (Matures 2036)		240,000.00	0.00	240,000.00
591582	KEITH HOMESTEAD INTEREST		1,271.25	900.00	371.25
591586	ACADEMY BUILDING INTEREST		85,800.00	42,900.00	42,900.00
Grand Total			1,975,549.75	498,086.20	1,477,463.55



Project Application

Community Preservation Committee

Bridgewater, MA

Cover Sheet

An electronic copy of this application and all supporting materials should be submitted to the CPC Chair at cpc@bridgewaterma.org and the CPC's administrative assistant (McGraw, Joshua <JMCGRAW@bridgewaterma.org>). Applications should be submitted **no later than 4:00PM at least two weeks prior to the CPC's meeting (the CPC meets on the fourth Wednesday of each month).**

Complete applications received by this date will be reviewed at the next CPC meeting and considered for recommendation to the Town Council. Applications received after this will be reviewed at the following month's meeting, unless you receive an exception from the CPC chair for cases related to real estate purchase opportunities.¹ Projects may have timelines extending to a maximum of five years.

Projects will be favored by the CPC where:

- The project addresses at least one goal of the current CPC 5-yr. plan <https://www.bridgewaterma.org/DocumentCenter/View/2928/Community-Preservation-Committee-Plan?bidId=>
- the applicant has site control of the proposed project parcel or involvement of the site owner.
- there is demonstrated community support for the project from elected officials, abutters, user groups, civic associations, and community organizations.
- applicants can demonstrate their capacity to implement their project and have a plan for ongoing maintenance and stewardship. projects occur on public space or private space with public access.

- Applicant Signature: _____ Date Submitted:

¹ For cases related to real estate purchase opportunities, the CPC may consider emergency requests for funding outside of their regular meeting schedule. If you think you might be eligible for emergency consideration, please contact the CPC Chair. The CPC Chair has the authority to accept exceptions or extensions. They will consider such requests on a case-by-case basis and is under no obligation to grant any requested extensions or exceptions.



Project Application

Community Preservation Committee

Bridgewater, MA

Complete Application Check List

Please submit the application in this order:

- Project Application Cover Page (signed)
- Project Narrative and Timeline
- Budget Narrative and cost breakdown
- Required Project Attachments including:
 - Documentation of who has site control on the property (if other than the applicant)
 - Photographs of project site (at least three (3))
 - Map of project site showing nearest major roads or intersections
 - Letters of support from relevant Town departments, officials, and boards/commissions
 - Letters of commitment (from any organizations or individuals providing funding to the project)
- Other attachments as applicable and available to your project.

Note: Applicants may be required to submit additional supporting materials and documentation, as requested by the CPC, to aid the committee in their decision-making process.



Project Application

Community Preservation Committee

Bridgewater, MA

GENERAL INFORMATION

Project Name: Hanson Farm Conservation Restriction

Project Location (address and neighborhood): 600 Pleasant Street

Legal Property Owner of Record: Hanson Family Trust

CPA Program Area (check all that apply):

Open Space Historic Preservation Community Housing Recreation

PROJECT DESCRIPTION

Short Project Description: Purchase of the development rights through a conservation restriction of 71.79 acres of farmland

Estimated Start Date: May 1, 2025

Estimated Completion Date: June 30, 2025

PROJECT CONTACT

Contact Person: Blythe C. Robinson

Telephone: 508-697-0919

Email: townmanager@bridgewaterma.org

Project Sponsor/Organization (check one below):

Town Committee or Department Public Charity/Non-Profit Private

Have you or this organization applied for or received CPA funding before? Yes No

If yes, what project and when? Various Projects

ASSURANCE

I _____ hereby certify under the penalties of perjury the

following application information is true and correct to the best of my knowledge and I am legally able to enter into a contract on behalf of Town of Bridgewater (with the Town of Bridgewater for Community Preservation Funds.



Project Application Community Preservation Committee

Project Narrative

Use as much space as needed and refer to the CPC's Project Application Guidance for requirements

1. **PROJECT DESCRIPTION, TASKS, & ANTICIPATED OUTCOME:** See attachment
2. **CPC GOALS AND PRIORITIES:** See attachment
3. **COMMUNITY NEEDS:** See attachment
4. **COMMUNITY SUPPORT:** List of Letters of Support

Name <i>(committee, department, official, organization, etc.)</i>	Date Requested	Date Submitted

5. **IMPLEMENTATION AND TIMELINE:** A purchase & sale agreement has been executed and the draft Conservation Restriction has been submitted to the State for approval. The P&S is effective 9//24
6. **ORGANIZATIONAL EXPERIENCE AND CAPACITY:** The Town is an institutional applicant.
7. **MAINTENANCE:** No Town funded maintenance is anticipated.
8. **MULTI-YEAR PROJECTS:** This Project is not a multi-year project.



Project Application Community Preservation Committee

Bridgewater, MA

Project Application Attachments (see Application Guidance)

1. **SITE CONTROL**
2. **COMMUNITY SUPPORT**
3. **VISUAL MATERIALS:**
4. **MAPS:**
5. **FUNDING SUPPORT REQUIREMENTS**
 - a. Historic Preservation Proposals
 - b. OPEN SPACE PROPOSALS
 - c. RECREATION PROPOSALS
 - d. COMMUNITY HOUSING PROPOSALS
 - e. Proposals Involving Real Property
 - f. Proposals Involving Design and Construction

Check out the CPC's webpage for more information:

<https://www.bridgewaterma.org/1353/Community-Preservation-Committee>

If you have questions, please contact the Community Preservation Committee Chair at cpc@bridgewaterma.org.



Project Application Community Preservation Committee

Bridgewater, MA

Project Budget Narrative

PROJECT COST:

Project Budget Overview

Total Project Cost	CPA Amount Requested	Other Funding Sources	CPA Funds: % of Total
\$3,034,138	\$32,138	\$3,002,000	1.0%

LEVERAGING FUNDING:

Sources of Funding Overview

Source <i>(private, federal, state, or local government)</i>	Amount	Status <i>(received, pending, will apply)</i>
State funding – MVP Grant	\$3,000,000	Grant awarded, reimbursement will be sought once CR is in place and Town Council & Cons. Commission approve
Match for Town Staff Work	\$2,000	
	\$	
	\$	
	\$	

BONDING AGAINST CPA FUNDS:

No bonding anticipated unless grant funding falls through



Project Application

Community Preservation Committee

Bridgewater, MA

Project Budget Attachment

BUDGET OVERVIEW

Total Project Cost	CPA Amount Requested	Other Funding Sources	CPA Funds: % of Total
\$3,034,138	\$32,138	\$3,002,000	1.0%

INCOME – OTHER SOURCES OF PROJECT FUNDING

Source <i>(private, federal, state, or local government)</i>	Amount	Status <i>(received, pending, will apply)</i>
State Funding – MVP Grant	\$3,000,000	Grant awarded, reimbursement will be submitted by July 30, 2025
Match for Town Staff Work	\$2,000	
	\$	
	\$	
	\$	

SUMMARY OF PROJECT EXPENSES²

	CPA Funds	Other Funding	Total
Personnel	\$	\$2,000	\$2,000
Equipment	\$9,500	\$	\$9,500
Supplies	\$	\$	\$
Design and Contracts	\$22,638	\$	\$22,638
Construction	\$	\$	\$
Other	\$	\$	\$
TOTAL	\$32,138	\$2,000	\$34,138

² Equipment is generally defined as an item with a useful life expectancy of more than one year. Supplies are defined as an item with a useful life of less than one year. Construction means all types of work done on a particular property or building including erecting, altering or remodeling.



Project Application

Community Preservation Committee

Bridgewater, MA

DETAILED PROJECT EXPENSES

Personnel

	CPA Funds	Other Funding	Total
	\$	\$	\$
Personnel Time	\$	\$2,000	\$
	\$	\$	\$
	\$	\$	\$
TOTAL	\$	\$	\$

Equipment³

	CPA Funds	Other Funding	Total
	\$		
Project signage	\$7,500.00	\$	\$7,500.00
Trails	\$2,000.00	\$	\$2,000.00
	\$	\$	\$
	\$	\$	\$
TOTAL	\$9,500.00	\$	\$9,500.00

Supplies⁴

	CPA Funds	Other Funding	Total
<i>Ex:</i>	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
TOTAL	\$	\$	\$

Design and Contracts

	CPA Funds	Other Funding	Total
Recording Fees	\$1,500		\$ 1,500
Wildlands Trust	\$17,138	\$	\$17,138
Env. Site Assessment/Baseline Documentation	\$4,000	\$	\$4,000
	\$	\$	\$
TOTAL	\$22,638	\$	\$22,638

³ Equipment is generally defined as an item with a useful life expectancy of more than one year.

⁴ Supplies are defined as an item with a useful life of less than one year.

Project Description, Tasks and Anticipated Outcome:

The Project will purchase a conservation easement over approximately 71.79 acres of farmland and provide public benefits as outlined in the draft Conservation Restriction. This Project is very similar to the Murray/Needs CR purchase in 2015.

CPC Goals and Priorities:

The project will achieve various CPC Plan, Open Space & Recreation Plan, and MVP Plan goals:

FY25-FY29 Community Preservation Plan:

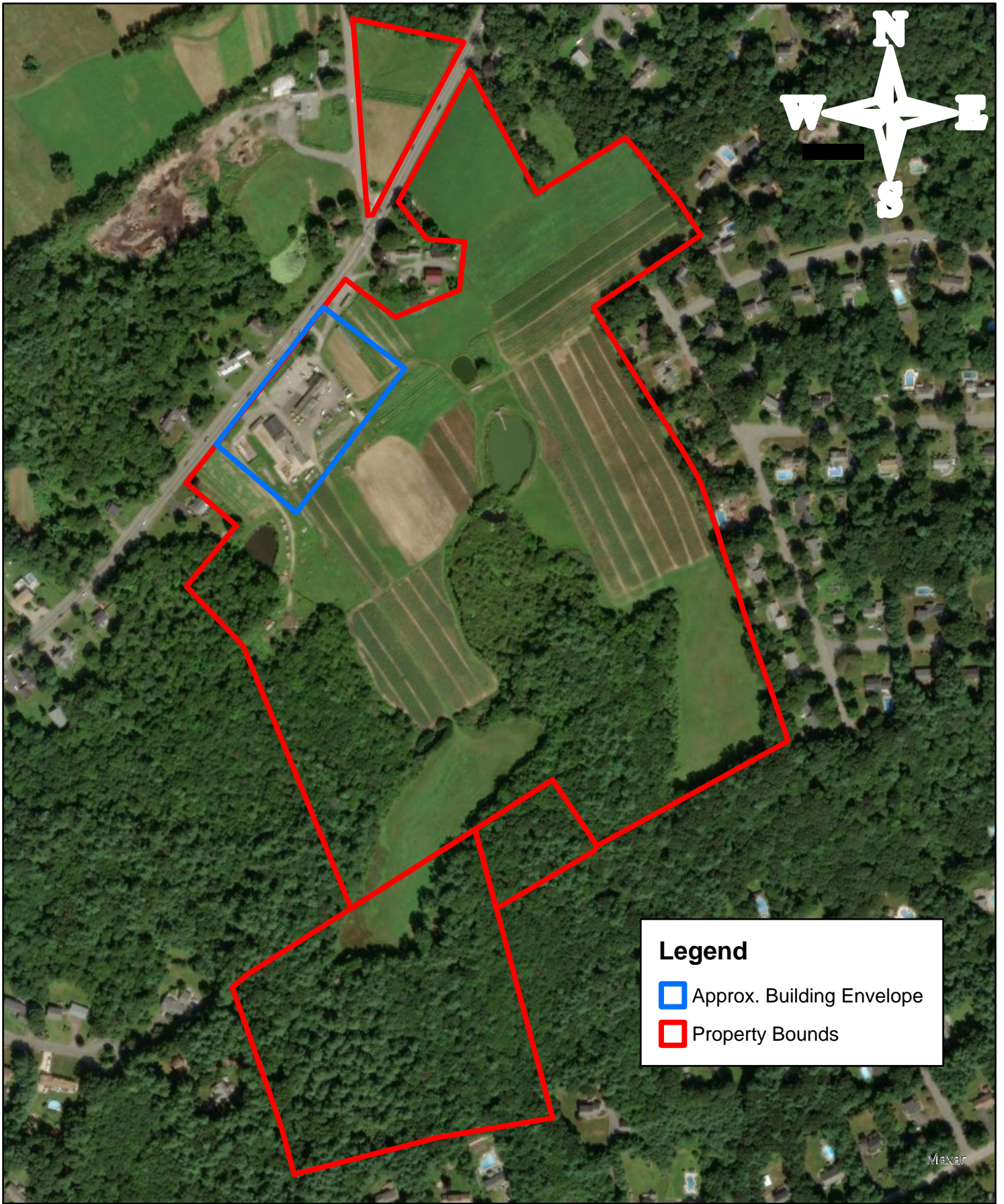
- **Page 8: GOALS: Open Space and Passive Recreation**
- **Chapter 4: Open Space:**
 - **Goal #1:** Preserve Bridgewater's farms and agricultural lands to protect the town's agricultural heritage, support local food production, and maintain its scenic open spaces and community charm.
 - **Goal #3:** Preserve and acquire strategic private open space properties along water resources and river corridors to improve water quality and to protect priority wildlife habitats and critical natural landscapes from development.

2017 Open Space & Recreation Plan

- *Page 19: Between 1971 and 2013, acreage of farmland in Bridgewater declined from close to 3,000 acres to just over 1,000 acres. This project will prevent further decline of farmland through the conservation easement.*
- *Page 23: Working farms include the Murray and Needs properties on North Street and the Hanson Farm on Route 104. These agricultural areas and the acres of non-forested wetland make up most the town's open vistas.*
- *Page 20: On the ecological side the extensive paving accompanying such a build-out would increase runoff, decreasing recharge and depressing water tables unless most development is done as Low Impact Development (LID). This would feature a maximum of recharge and integration of vegetation into storm water management. This project prevents the impact of future development to the land.*

MVP Plan

- **Goal #12: Protect agricultural land** - Continue to implement Open Space and Recreation Plan
- **Community Needs:**
 - The Project accomplishes a long-term municipal goal of securing the development rights to the Hanson Farm property to create open space and recreation while addressing concerns of adverse impacts if the land was developed.



Legend

- Approx. Building Envelope
- Property Bounds

Maxar

Aerial Map
Hanson Farm CR
Bridgewater CR #

Map Center: 70° 59' 42" W 41° 58' 30" N

Date Exported: 1/28/2025
 Total Property Acres: 71.97
 0 0.03 0.07 0.13 Miles



Final Project Report

Community Preservation Committee

Bridgewater, MA

Pursuant to the standard condition of Bridgewater CPA Grant Agreements:
 Within 60 days of the completion of the Project, the Grant Recipient shall submit to the Community Preservation Act Committee a written account of the use of the Grant Funds along with a short narrative of the completed Project. Any unexpended balance of the Grant Funds will be returned to the Community Preservation account(s) from which appropriated.

Project Information

Project Name: Old State Farm Trail

Location (address and neighborhood): N/A

CPA Program Area (check all that apply):

- Open Space
 Historic Preservation
 Community Housing
 Recreation

Project Sponsor/Organization (check one below): **Town Manager**

- Town Committee or Department
 Non-Profit
 Private

Project Contact: Town Manager

Fiscal Year Approved: 2023

Project Cost

Total Project Cost	CPA Funds Appropriated	Other Funding Sources	Unexpended Funds
\$65,000	\$40,000	\$25,000	\$0

*Detailed project expenditure can be obtained by request to the Finance Department

Report Contents

- 1) Project Summary.
- 2) Photo documentation if applicable.

SUBMITTED BY:

	Blythe Robinson	3/20/25
(signature)	(printed name)	(date)



Final Project Report

Community Preservation Committee

Bridgewater, MA

The Old State Farm Trail project was initiated by the Natural Resources Trust of Bridgewater (NRTB), a nonprofit organization coordinated by Ms. Kitty Doherty. The Massachusetts State Legislature passed two acts that enabled the Town of Bridgewater to design and install a 1.8 mile hiking trail under a 50 ft' Conservation Easement (Acts of 2020, Chapter 177 and Acts of 2022, Chapter 172) on State property. The State required the Town to pay the cost of surveys and engineering.

The NRTB raised and delivered \$25,000 to the Town towards the trail design. The Town requested \$40,000 from the CPCCPA for engineering services. The CPC recommended the funding to the Town Council which was appropriated to support the project (Order FY23-042). The State's Division of Capital Asset Management and Maintenance (DCAMM) Office controlled the contracts and is responsible for filing documents with the Plymouth County Registry of Deeds. The trail survey and design work were completed in 2024.

