



Town of Bridgewater Community Preservation Committee

September 24, 2025

6:30 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/86362507102>

Meeting ID: 863 6250 7102

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 June 30, 2027, 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) August 27, 2025

E. Review of Financial Reports

a) As of August 31, 2025

b) State Reports

F. Old Business

a) Administrative Assistant's Scope and Tracking

b) Applications Received:

1. First Parish Unitarian Church Window Replacement - Approved by Town council
9/16/25

c) Eligibility Forms Received:

1. Storage Building at Legion Field — Returned for more information, being reworked
2. Cedar Street Community Center — Returned for more information, being reworked

d) Project Updates — In Process

1. Hanson's Farm
2. Stiles and Hart Improvements
3. Hemlock Drive Windows Replacement
4. Parthenon Frieze
5. Town House Interior Historical Architect Assessment

e) Project Updates — Completed

1. Broad Street Properties — Pending CR filing and final report
2. Summer Street Park (Mobil Station) — Pending CR filing and final report
3. Rebinding of 1894 Death Records Book — Pending final report
4. Samuel Edson Book - Pending final report

f) Potential New Projects

1. Restoration of Fire Department's Ousamequin hand pump truck
2. Playground Accessibility
3. Jenny Leonard Park
4. Basketball Court — Scotland Field
5. Study of Recreational Land Options — Legion and Scotland Fields

G. New Business

a) Applications Received:

1. Assessment of cemeteries for restoration
2. Multi-functional Fields
3. Fire Department — Historical Pictures and Framing
4. Town River Landing Resolution
5. Application Template
6. As Brought up by committee

H. Committee Liaison Reports

I. Upcoming Events

J. Public Comment

K. Next Meeting Date

- a) Wednesday, October 22

L. Adjournment of Meeting



Town of Bridgewater, Massachusetts

Community Preservation Committee

Meeting Minutes August 27, 2025

Link to meeting recording:

A. Call to Order

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

Members Present: Gina Guasconi, Carlton Hunt, Maureen Minasian, Patrick Driscoll, William Smith, Harry Bailey

Members Absent: David Moore

Guests: David Frim – Disability Commission, Estelle Wenson – Disability Commission, Karen Kellher - Disability Commission

B. Chairs Announcements

Gina Guasconi thanked attending members and guests and commented on future liaison work with the committee projects.

C. Public Comment – None

Janet Hanson – commented on the town’s cemeteries and her support for future projects.

D. Approval of Meeting Minutes –

July 23, 2025 Meeting Minutes

Carlton Hunt motioned to approve the July 23, 2025 meeting minutes which was duly seconded. The motion was approved unanimously.

E. Review of Financial Reports –

The financial report as of July 31, 2025 was reviewed. It was noted that this is the last year for the Keith Homestead payments.

F. Old Business

a) Applications Received:

1. First Parish Unitarian Church

The first reading was completed at the 8/12 Town Council meeting.

b) Eligibility Forms Received

1. Multifunctional Fields at the Middle School

The application is process and should be submitted for the next CPC meeting.

2. Storage Building at Legion Field

The committee is waiting for additional information.

3. Cedar Street

The eligibility form is expected at the September meeting. The work is primarily for foundation work and accessibility into the basement.



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4. **First Cemetery**

The eligibility form was presented at the meeting. Carlton Hunt will be gathering additional resources and information on restoration companies prior to submitting the application for the project.

William Smtih motioned to accept the eligibility form for the restoration of cemeteries in Bridgewater which was duly seconded.

c) **Project Updates – In Process**

a. **Hanson’s Farm**

The Conservation Restriction has been received, and the signage is being worked on. There will be one conservation sign and one trail sign. Installation is slated for early to mid-August. Wildlands Trust is preparing a press release for the property. A ceremony is being planned, with expected timing in November.

b. **Stiles and Hart Improvements**

The project has been closed out, however, there are additional items that need to be completed. The signage of the park was discussed, and John Hart will be installing a trail map in the entrance kiosk.

c. **Hemlock Drive Windows Replacement**

Installation of the windows has begun. There is a CPC sign at the property.

d. **Parthenon Frieze**

The schedule for hanging the Friezes has not been set.

e. **Town House Project**

The CPC vote was sent to Town Council

d) **Project Updates – Completed Projects**

a. **Broad Street Properties**

The project has been closed and is in financial review. This is pending the Conservation Restriction.

b. **Summer Street – Mobil Station**

The Conservation Restriction is still pending along with the final report.

c. **Rebinding of 1894 Death Book**

The final report is in process.

d. **Edson Book**

The book has been delivered to the library and the digitized version should be made available soon. The final invoice has been received and is in process.

e) **Anticipated Projects**

a. **Jenny Leonard Park**

Parks and Recreation are holding off on action until the piece of property is accepted by the Town.

b. **Basketball Courts**

No additional updates.

c. **Study of recreational land options**

No additional updates.

d. **Restoration of Fire Department’s Ousamequin Hand Pump Truck**



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This project is on hold until a space at the new fire station can be found and the estimate of repairs is received.

e. Playground Accessibility

Carlton Hunt motioned to take this item discussion out of order which was duly seconded. The motion was approved unanimously.

The chair of the Disability Commission presented the project goals of their Marathon Park accessibility project which includes upgraded surfaces and attractions in the park. Gina Guasconi recommended that the Disability Commission obtains a letter of support from the Parks and Recreation Commission. An eligibility form and project cost scope was requested for the project to move forward.

G. New Business

Policies and Procedures

Carlton Hunt is working on updating the CPC Policies and Procedures and will have Gina and the Town Manager review no later than October.

Administrative Assistant

The current Administrative Assistant hours are being considered to be billed under the FY26 CPC Administrative Budget for CPC specific work. The maximum estimated cost would be \$8,640 for FY26.

Carlton Hunt motioned to approve up to \$8,640 of Administrative Funds for CPC related work and that the town work with the CPC to prepare a scope of services which was duly seconded. The motion was approved unanimously.

Stiles and Hart Signage Working Group

The working group will consist of David Moore, Harry Bailey, Gina Guasconi, John Hart, and a town employee.

H. Liaison Report

a. Historical Commission

At the July HDC meeting, an application was reviewed for the restoration of the First Parish Unitarian Church Windows which was approved for a certificate of appropriateness.

b. Open Space

The committee has not met due to a lack of a quorum.

c. Conservation Commission

A review of the drainage on summer street was conducted by the ConCom. The new member was appointed to the committee in August.

d. Parks and Recreation

Parks and Recreation have several projects on hold waiting for eligibility forms.

e. Planning Board

No updates.

I. Next Meeting



Town of Bridgewater, Massachusetts

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The next meeting will be held on September 24th at 6:30 p.m.

J. Adjourn

Harry Bailey motioned to adjourn the meeting at 8:26 p.m., which was duly seconded. The motion was approved unanimously.

Submitted by: Joshua McGraw/Gina Guasconi

Town of Bridgewater CPC Reporting 8/31/2025 Revenue Budget to Actual				
Object	Description	FY2026 Budget	FY2026 Actuals	FY2026 Available
412000	REAL ESTATE SURCHARGE	900,000.00	266,134.35	633,865.65
414200	TAX LIENS REDEEMED-TAX TITLE PAYMTS	0.00	1,081.29	(1,081.29)
417001	PENALTIES & INTEREST TAXES	0.00	680.52	(680.52)
468004	STATE REVENUE-CPA MATCH	135,000.00	0.00	135,000.00
482000	EARNINGS ON INVESTMENT	0.00	29,040.45	(29,040.45)
Grand Total		1,035,000.00	296,936.61	738,063.39

Town of Bridgewater CPC Reporting 8/31/2025 Unofficial Balance Sheet of Available for CPC		
Object	Description	FY2026 Actuals
321500	**FUND BAL-CPA RES FOR CONT APPR	1,033,632.84
324000	FUND BAL-CPA RES FOR EXP	320,778.75
324100	FUND BAL-CPA RES OPEN SPACE	294,179.48
324200	FUND BAL-CPA RES HISTORIC PRES	676,070.95
324300	FUND BAL-CPA RES COMM HOUSNG	349,800.14
359000	UNDESIGNATED FUND BALANCE	1,665,376.59
Grand Total		4,339,838.75

Town of Bridgewater CPC Reporting 8/31/2025 Expense Budget to Actual					
Object	Description	ORIGINAL PROJ BUDGET	FY2026 Budget Amount	FY2026 Actuals	FY2026 Available
0.573000	**ADMIN EXPENSES - DUES		3,500.00	3,500.00	0.00
510000	**ADMIN EXPENSES - WAGES		8,640.00	0.00	8,640.00
530000	**ADMIN EXPENSES		39,610.00	0.00	39,610.00
538006	**O-FY25-054 HANSON FARM	32,138.00	4,152.60	0.00	4,152.60
558015	**O-FY25-042 SAMUEL EDSON'S CORONERS BOOK	13,000.00	7,500.00	0.00	7,500.00
582004	**O-FY23-039 BHA WINDOW PROJECT	363,000.00	305,545.70	0.00	305,545.70
584001	**O-FY25-043 & O-FY23-051 PARTHENON FRIEZE RESTORAT	18,000.00	10,075.00	0.00	10,075.00
584010	**O-FY22-074 STILES&HART IMPRVMT	1,300,000.00	706,359.54	109.18	706,250.36
591082	KEITH HOMESTEAD (Matures 2026)		33,000.00	33,000.00	0.00
591086	ACADEMY BUILDING (Matures 2036)		240,000.00	0.00	240,000.00
591582	KEITH HOMESTEAD INTEREST		371.25	371.25	0.00
591586	ACADEMY BUILDING INTEREST		78,600.00	0.00	78,600.00
Grand Total			1,437,354.09	36,980.43	1,400,373.66