



Town of Bridgewater Community Preservation Committee

March 25, 2026

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/86916109004>

Meeting ID: 869 1610 9004

MEETING AGENDA

- A. Call to Order**
- B. Chair's Announcements**
- C. Public Comment**
- D. Approval of Meeting Minutes**
 - a) January 28, 2026
 - February 25, 2026
- E. Review of Financial Reports**
 - a) Financial Reports as of February 28, 2026
- F. Old Business**
 - a) Applications Received: None
 - b) Eligibility Forms Received: None
 - c) Project Updates — In Progress
 - 1. First Parish Unitarian Church Windows
 - 2. Hanson's Farm
 - 3. Stiles and Hart Improvements
 - 4. Hemlock Drive Windows Replacement
 - 5. Town House Interior Historical Architect Assessment
 - 6. Multi-Functional Fields (Phase 1 - Engineering)
 - 7. Cemetery Assessment
 - d) Project Updates - Completed

1. Broad Street Properties - Project Closed, Final Report Accepted, CR Pending
2. Summer Street (Mobil Station) - Pending CR filing and final report
3. Parthenon Frieze

e) Potential Projects:

1. Jenny Leonard Park
2. Basketball Court - Scotland Fields
3. Restoration of Fire Department's Ousamequin Hand Pump Truck and Historical Pictures
4. Playground Accessibility
5. Town House - Match to Multicultural Grant
6. Study of Recreational Land Usage at Legion and Scotland Fields
7. Track at Legion Field
8. Library Renovation
9. Senior Center Walking Path

f) Application and Eligibility Form Templates:

1. Eligibility Form - Vote
2. Application - Update

g) CPC Membership Vacancies:

1. Housing Authority
2. Conservation Commission
3. 2nd Citizen-at-Large Position

G. New Business

- a) As brought up by the committee

H. Committee Liaison Reports

I. Upcoming Events

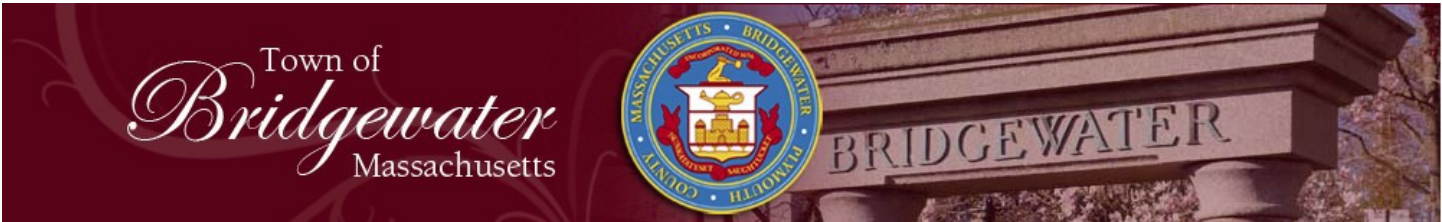
- a) Hanson Farm Ceremony - April 13, 2026 from 4pm - 6pm

J. Public Comment

K. Next Meeting Date

- a) Wednesday April 22, 2026. Format TBD

L. Adjournment of Meeting



Town of Bridgewater
Community Preservation Committee

MEETING MINUTES

January 28, 2026

- A. Call to Order at 6:31.**
Members in Attendance: Gina Guasconi, Carlton Hunt, David Moore, Maureen Minasian, Patrick Driscoll
Members Absent: William Smith, Harry Bailey
Guests: Al Lacerda (Fire for Effect Foundation)
- B. Chair's Announcements**
Gina Guasconi thanked everyone for attending the meeting.
- C. Public Comment**
No public comment.
- D. Approval of December 10, 2025 Meeting Minutes -**
Item 6 Town House Historical Architectural Assessment will be amended to read "The CPC may be asked for matching funds to the grant."

Carlton Hunt motioned to accept the December 10, 2025, meeting minutes with the amendment which was duly seconded. The motion was approved unanimously.
- E. Review of Financial Reports – as of December 31, 2025**
The financials as of December 31, 2025, were shared with the committee. The CPC is ahead for estimated surcharge income for the half year financials. The January report will include the closing of the Edson project. Earnings on investment year-to-date came to \$87,000. The income is approaching 75% of the anticipated amount budgeted. Available budget for unappropriated funds in about \$3.2M.
- F. Old Business**
 - a) Applications Received:**
 - 1. Fire for Effect Foundation - Town River Landing Lighting and Landscaping**
The committee was asked by the Town Manager to hold off on taking action until he can do more research and provide additional clarification on the designation of the property. Al Lacerda attended the meeting and provided additional details on the possible designation of the property and it's ramifications, future control, and other thoughts on the feasibility of the project using CPA funds. He noted it's very complicated. He is in conversation with the Town Manager. After discussion, Al said he is more apt to not move forward with the application. The CPC offered to hold the application for another month or so in hopes a path would be worked out. Mr. Lacerda indicated FFEF will meet later tonight, and he will be submitting a definitive letter to the CPC from the organization. A suggestion was made that, if the FFEF decides to withdraw the application, its letter contain language keeping the application open for re-submission at a later date. The CPC thanked Mr. Lacerda for his work, dedication, and vision for Town River

Landing. David Moore noted that the Historical Commission had voted a letter of support for the project.

b) Eligibility Forms Received:

1. Storage Building at Legion Field

Due to no action being taken by the applicant, the committee may drop this item from future meetings. Gina will follow up with Park and Recreation to see if it's still in the works. If it is not, it will be removed from agendas for future meetings.

2. Cedar Street Community Center

Due to no further action being taken, the committee will drop this item from future meetings.

c) Project Updates - In Process

1. First Parish Unitarian Church Windows

Due to delays in work for phase 1 and the cold weather, progress has been moving slowly resulting in a June 30th extension for the project.

2. Hanson's Farm

The Spring dedication is being planned for some time in April. Carlton will communicate with the Hanson's for a date. Josh will coordinate the event, extending invitations to the State delegation, MVP Grant officials, Town Council, Town Manager, Open Space Committee, Wildlands Trust, state representative and state senator, and Conservation Commission. He will also prepare the press release.

Location of trail bridge(s) are still being considered for several areas on the trail. The path needs to be defined and approved by Wildlands Trust and the Town.

3. Stiles and Hart Improvements

No updates at this time. The Town Manager will be meeting with the former Acting Town Manager, Blythe Robinson, to discuss details of the project being closed.. He will also be meeting with the CED Director, Bob Rulli, to determine the next steps. The Chair asked that the CPC be involved in the meetings. As voted at the CPC's prior meeting, the request to use the Stiles and Hart project funds to hire an independent company to the survey the norther boundary at southern entrance will be discussed with the Town Engineer for a recommendation on companies. Josh will follow up with Town Engineer.

4. Hemlock Drive Windows Replacement

The project is almost complete. Gina and Carlton will attend a walk-through on Friday, January 30, and expect that the final report will be completed by the next meeting or so

5. Parthenon Frieze - Vote for additional Funding

The project ran \$3,375 over budget due to changes in installation costs. In order to pay the invoices on time, the funds were taken from a Town account. That account now needs to be reimbursed. - \$4,500 is being recommended for completion of the project and also for the cost of a storyboard which is \$1,095.

Carlton Hunt motioned to recommend \$4,500 for the remaining costs of the frieze project using funds from the Historic Account, 324200, which was duly seconded. The motion was approved unanimously.

Gina suggested putting out a press release drawing attention to the frieze and their importance once

the storyboard is installed.

6. Town House Interior Historical Architectural Assessment

The Chair submitted the request for an RFP and the project scope to the Town Manager who was consulting with the Town's head of maintenance before sending the RFP.

7. Multi-functional fields - Phase 1 Engineering

The scope for the engineering RFP was submitted to the Town Manager by the Park and Recreation Department.

8. Cemetery Assessment

The Town Council Budget and Finance has not acted on the CPC's recommendation. It discussed decreasing the amount requested and doing a pilot run. Gina and Carlton attended the meeting and asked that it be held at that level while the CPC complete more research. A scope of work was developed and submitted to four companies for quotes to assess the 10 town-owned cemeteries. Once the quotes have been received, they will be forwarded to the Town Council Budget and Finance Committee.

d) Project Updates - Completed Projects

1. Broad Street Properties

No update at this time. Project has been closed and the final report accepted pending the CR.

2. Summer Street Mobile Station

No update at this time. Pending CR filing and final report.

e) Potential Projects

1. Jenny Leonard Park

No update at this time. Gina will ask at the Parks and Recreation Commission meeting on February 2 if the Commission is still interested in requesting CPA funds to improve the park. . , This depends on the Town accepting the adjacent parcel offered by Oldfield Estates. Pat noted that the Planning Board had voted to accept 3 streets in the development with a condition that the offer of the parcel is worked out with the Town. This is currently being discussed between the Town and the Oldfield Estates attorney.

2. Basketball Court - Scotland Field

No update at this time. Gina will follow up on this with the Parks and Recreation Commission at their next meeting to see if they are still interested.

3. Restoration of Fire Department's Ousamequin Hand Pump Truck & Historical Pictures

This project is back on track. The Historical Commission is preparing a letter of recommendation; they will be looking at the pumper during their tour of the fire station on 1/31. David offered to be the project liaison for the CPC..

4. Playground Accessibility

The Disability Commission continues to work on the accessibility proposal for the project. It is planning to confer with the Park and Recreation Supervisor, Jim Small, to discuss the needs.

f) Application Template

Revisions to the template are being considered and will be presented to the committee at a later meeting. Gina will forward Josh applications used by other towns then she and Carlton will meet with him to come up a new application.

G. New Business

a) **Potential New Projects**

1. **Town House - Match to Multicultural grant if town is a recipient**

A grant has been submitted by the Town for an assessment of the electrical, plumbing and heating for the Town House by the Town Manager's office. This would require matching funds which the CPC could potentially fund.

b) **Admin Code Change - CPC Membership**

The Town Manager plans to submit several revisions to the Town Code that include a change to CPC membership which would replace the Affordable Housing Trust member with an at-large member. The CPC is still looking for a replacement liaison from the Housing Authority,

b) **As brought up by the committee – none.**

H. Committee Liaison Reports

Parks and Recreation Commission

The commission has not met recently.
The next meeting is February 2nd.

Historical Commission

The commission would like to tie into the cemetery project. It is trying to find a placement solution for a gravestone they've been given as there is no record of the child.

A quote for the plaque/sign for the historic Titicut factory on the site has been received. However, the eligibility form has not been started. David Moore will reach out to the Town for clarification on placing the sign and then begin the application process to request funding from the CPC for the cost of the plaque.

Open Space Committee

No updates at this time.

Planning Board

No updates at this time other than what was discussed as part of the Jenny Leonard update.

I. Upcoming Events

The new fire station open house and ribbon cutting is on 1/31.

J. Public Comment – none.

K. Next Meeting Date

February 25, 2025. The format may be hybrid.

L. Adjournment of Meeting

Maureen Minasian motioned to adjourn at 7:54pm which was duly seconded. The motion was approved unanimously.



Town of Bridgewater
Community Preservation Committee
2/25/26

MEETING MINUTES

A. Call to Order at 6:41

Members in attendance: Gina Guasconi, Carlton Hunt, Maureen Minasian, Bill Smith, Patrick Driscoll, David Moore, Josh McGraw (CPC Admin)

B. Chair's Announcements

No announcements.

C. Public Comment -none

D. Approval of Meeting Minutes

a) January 28, 2026 Meeting Minutes

The meeting minutes will be voted at the next meeting.

E. Review of Financial Reports

a) January 31, 2026

The committee reviewed the financial reports as of January 31, 2026. The tax surcharge collected as of this report is approximately 84% of the amount budgeted for the fiscal year. A question has been asked of the Finance Department about a new revenue line, TRFR Special Revenue Fund, added in the amount of \$73,595, with no reply as of yet. Earnings on investment are above \$100k. Available funds not encumbered are approximately \$3.2m. The Edson Book project has been closed and the funds returned to the category they were taken from.

F. Old Business

a) Applications Received

1) Town River Landing

There are no updates for Town River Landing. Project application submitted by the Fire for Effect Foundation. The chair has sent correspondence to the applicant requesting confirmation on their application status. At the January CPC meeting, the applicant indicated he may withdraw the application.

b) Eligibility Forms Received: None

c) Project Updates - In Process

1) First Parish Unitarian Church Windows

Bill Smith noted that Phase 1 was complete and work on Phase 2 has been suspended until warmer weather.

2) Hanson's Farm

There will be a ribbon cutting ceremony scheduled for April 13. Josh McGraw is coordinating the event. Due to the weather, not much has been done on the trails,

3) Stiles and Hart Improvements

The CPC admin will be meeting with the Town Manager to discuss the project moving forward. The meeting is being rescheduled due to the snow storm. The admin will look into surveying the southern part of the park. Carlton will submit a scope to Josh, The Chair noted that changes should be made to the original project scope if the project goes back out to bid.

4) Hemlock Drive Windows Replacement

No update for the committee. Gina and Carlton did a walk through and reported the windows look great.

5) Parthenon Frieze

The additional funding to cover the shortage due to installation costs and the storyboard is before the Town Council. Josh will help to coordinate a ribbon cutting ceremony and publicity.

6) Town House Interior - Historical Architect Interior Assessment

An update will be provided to the committee after the Josh has met with the Town Manager.

7) Multi-functional Fields (Phase 1 - Engineering)

Josh will be following up with the Parks and Recreation Superintendent on the RFQ status.

8) Cemetery Assessment

A quote was received which is much higher than anticipated, Carlton will call a meeting with Gina, Bill, and David to determine the next step, possibly lessen the scope.

d) Project Updates - Completed Projects

1) Broad Street Properties

No updates for the committee at this time. Carlton noted that he will follow up with Wildlands Trust since they have not been in contact on the Conservation Restriction. The questions they had asked of the Town are still unanswered.

2) Summer Street (Mobil Station)

No updates for the committee at this time.

e) Potential Projects

1) Jenny Leonard Park

This depends on the acceptance of property from Oldfield Estates.

2) Basketball Court - Scotland Field

No updates for the committee at this time.

3) Restoration of Fire Department's Ousamequin Hand Pump Truck and Historical Pictures

David Moore reported that the Historical Commission has seen the pump and felt that it isn't in tough shape, adding that the Fire Department has done a great job of preserving it. He sent an email to Glen asking for clarification of extent of the renovation, the original color, and where it would best be displayed for the public. Carlton noted that the Fire Department is in the process of finding the best location and that pictures are being sent to a restoration company in Pennsylvania for their thoughts.

4) Playground Accessibility

The Disability Commission was postponed, however, the Parks and Recreation Commission will be discussing the project at their 3/2/26 meeting.

5) Town House - Match to Multicultural Grant

The Town is waiting to find out if the grant for the applied for has been awarded. The grant would assess electrical, mechanical and public safety issues. If the grant is received, the Town will most likely ask for CPC funding to fund the required match and possibly for a project manager.

6) Study for Recreational Land Usage at Legion and Scotland Fields

Grants will be looking into for potential usage by the Parks and Recreation Commission.

f) Application and Eligibility Form Templates —

Josh demonstrated the revised eligibility form that will be hosted on the Town's website. The revision has addressed issues of the current form such as word wrap and attachments. In addition, the form will be completed and submitted online. The committee will review the updated application and eligibility forms at the March meeting.

g) Admin Code Change - CPC Membership

The Order to change the Affordable Housing Trust position to a second at-large position is being presented to Town Council. The change will help with determining a quorum through the addition of a citizen-at-large seat.

G. New Business

a) Potential New Projects

1) Track at Legion Field

The Parks and Recreation Commission will be discussing the usage of the track and possibly replacing the track material through renovations.

2) Library Renovations

The library may consider restoration work with the help of CPC funding. The building is over 50 years old and is need of restoration work.

3) Senior Center Walking Path

Carlton reported that he is in talks with the Senior Center Director who is interested in creating a walking path at the center incorporating stations with seating and exercise throughout the path. Gina was involved with plans for a similar project a few years ago. Possibly data from then can be useful in the new plan.

4. Exercise Pad

A member of the Town Manager's Office had presented a plan to the Parks and Recreation Department at their February 2nd meeting for an exercise pad to be located next to the pickle ball courts. A similar pad is located at BSU. If approved, the Town could possibly be asking for CPA funding.

H. Committee Liaison Reports

Historical Commission -

David Moore

The commission will be joining the Open Space Committee to discuss the Titicut Site. Special Collections at the University Library has obtained the original burial records for the South Parish Cemetery (aka First Cemetery) and have digitized the pages.

Open Space Committee – Maureen Minasian

There is a survey being worked on for the Open Space Update Plan that is expected to be completed and distributed at the end of the February. The videos of Titicut and Tuckerwood Parks are completed and pending posting on the Town's website. Maureen thanked Jeff Fowler and Al Lacerda of BTV for their assistance with the filming.

Planning Board – Pat Driscoll

No updates for the committee.

Historic District Commission – Bill Smith

Bill spoke on the Town Revitalization Ad Hoc committee of which he's a member. David Moore noted that he has asked to be on that committee. The focus is on the conditions of the buildings in the center.

Conservation Commission – Gina Guasconi

The chair informed the CPC that Harry Bailey is reportedly moving out of town which will cause a vacancy on the CPC. She will reach out to the commission to appoint a new member.

I. Upcoming Events

CPC Presentation

- a. The CPC will be presenting to the Town Council this Spring. CPC members are encouraged to attend.
- b. Hanson Farm ceremony – April 13th.
- c. Ceremony for the frieze – tbd.

J. Public Comment

K. Next Meeting Date

March 25th at 6:30pm.

L. Adjournment of Meeting

William Smith motioned to adjourn at 7:59PM which was duly seconded. The motion was approved unanimously.

Respectfully submitted by Josh McGraw and Gina Guasconi.

Town of Bridgewater CPC Reporting 2/28/2026 Revenue Budget to Actual				
Object	Description	FY2026 Budget	FY2026 Actuals	FY2026 Available
412000	REAL ESTATE SURCHARGE	900,000.00	820,642.95	79,357.05
414200	TAX LIENS REDEEMED-TAX TITLE PAYMTS	0.00	1,200.69	(1,200.69)
417001	PENALTIES & INTEREST TAXES	0.00	1,537.85	(1,537.85)
468004	STATE REVENUE-CPA MATCH	135,000.00	167,437.00	(32,437.00)
482000	EARNINGS ON INVESTMENT	0.00	118,690.72	(118,690.72)
497001	TR FR SPECIAL REV FD	0.00	73,594.92	(73,594.92)
Grand Total		1,035,000.00	1,183,104.13	(148,104.13)

Town of Bridgewater CPC Reporting 2/28/2026 Unofficial Balance Sheet of Available for CPC		
Object	Description	FY2026 Actuals
321500	**FUND BAL-CPA RES FOR CONT APPR	1,096,452.84
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	638,250.95
324300	FUND BAL-CPA RES COMM HOUSNG	349,800.14
359000	UNDESIGNATED FUND BALANCE	1,640,376.59
Grand Total		4,339,838.75

Town of Bridgewater CPC Reporting 2/28/2026 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	1,546.43	7,093.57
530000	**ADMIN EXPENSES		39,610.00	0.00	39,610.00
530068	**O-FY26-033 CPC ENG MULTI FIELD	25,000.00	25,000.00	0.00	25,000.00
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 E	13,000.00	7,320.00	7,320.00	0.00
582001	**O-FY26-014 FIRST PARISH CHURCH	38,000.00	38,000.00	0.00	38,000.00
582004	**O-FY23-039 BHA WINDOW PROJECT	363,000.00	305,545.70	21,821.49	283,724.21
584001	**O-FY25-043 & O-FY23-051 PARTHENON FR	18,000.00	10,075.00	10,075.00	0.00
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	39,300.00	39,300.00
Grand Total			1,500,174.09	117,043.35	1,383,130.74