



**TOWN OF GRAFTON**  
GRAFTON MEMORIAL MUNICIPAL CENTER  
30 PROVIDENCE ROAD  
GRAFTON, MASSACHUSETTS 01519  
www.grafton-ma.gov

## Grafton Community Preservation Committee

MINUTES  
REGULAR MEETING  
Grafton Municipal Center, Conference Room A  
December 3, 2015  
7:00 pm

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**Member Attendees:** Gina Dalan, Jim Gallagher, Sargon Hanna, Paul Scarlett, John Stephens and Jen Thomas

**1. Call to Order**

- ◆ Mr. Stephens called the meeting to order at 7:04.

**2. Clerk's Report**

- No minutes available.

**3. Treasurer's Report**

- ◆ No report available.

**4. Project Updates**

- ◆ **Town House** – Mr. Scarlett advised construction is overall running on schedule although there has been some frustrations created by delays in completing work within some tenant spaces, most notably the Grafton Historical Society. Also, getting National Grid to move forward with their inspection and sign off on the building's new electric service has been challenging. Siding installation is now nearly completed. A structural issue was uncovered within the central stairwell going from the first to the second floor. The issue relates to the same condition that led to tie rods being installed at the third floor level in order to shore up the back wall of the building (this was done at some indefinite time in the building's past). The section of this rear wall that runs above the central stairwell was never reinforced and was found to be unstable when exposed during the current construction. Following a structural analysis, work is now under way to remove this wall and replace it with a new one.
- ◆ **Historical Society - Textile and Shoe Conservation** – Mr. Stephens raised concern with the fact that some non-clothing items are being restored (samplers). General consensus of the committee members present was that since the samplers are textiles, this use of the allocated CPC funds is

appropriate. With Joann's resignation, committee contact for this project has been reassigned to Ms. Dalan.

- ◆ **Town Clerk - Historic Records Preservation** – Nothing new to report other than that with Joann's resignation, the committee contact for this project has been reassigned to Ms. Thomas.
- ◆ **Restoration of Library Doors** – Front door has been removed for restoration and a temporary door installed. With Joann's resignation, committee contact for this project has been reassigned to Mr. Hanna.
- ◆ **Farnumsville Garage Door** – Mr. Gallagher advised measurements have been taken and work will be commencing shortly.
- ◆ **Purchase of Churchill Meadow** – Warrant has been signed but has not yet been closed. With Joann's resignation, committee contact for this project has been reassigned to Mr. Hanna.
- ◆ **Super Park** – Ms. Thomas advised the committee's focus is on researching grants and other potential fundraising sources.

## 5. New Business

- ◆ **Stone Arch (Depot Street) Bridge** – Ray Mead was present to discuss the efforts of the members of the Fire Engine Company 2 Association to clean up and beautify the property around the historic Stone Arch Bridge. This is not an effort to rebuild the bridge, but will involve tree cutting and trimming, trash pickup/removal, installation of sidewalks, pathways, lighting, plantings and a new surface on the bridge. Early estimates put the cost at about \$100K and work will be slated to commence once funding is in place. The general consensus of members present was one of gratitude and support for these volunteer efforts. Mr. Mead was advised to submit an application to include formal plans and estimates sometime over the winter in order to be considered for funding this spring.
- ◆ **Affordable Housing Trust** – The Town Planner is looking to hire a consultant to assist in gathering data on options for utilization of Affordable Housing Trust funds. A five-year trust action is intended to be developed from this work along with input obtained via a Community Workshop. Cost for the consultant is understood to be \$1,700 plus an additional \$225 fee payable to the Commonwealth of MA. Mr. Stephens advised Mr. Leydon (Town Planner) will attend our January meeting in order to review discuss these efforts and present a request for the funding.
- ◆ **Committee Opening** – Mr. Stephens encouraged committee member to think of potential candidates for the current committee vacancy created by the resignation of Joann Duncan.
- ◆ **Public Comment as Standing Agenda Item** – Mr. Gallagher recommended this be included as a regular part of the monthly agenda to allow for input/comments from the community. There was some discussion as to

whether an open ended item like this was appropriate but general consensus of the committee members present was that this was okay.

**6. Adjournment**

- ◆ Ms. Thomas motioned to adjourn at 8:20. Mr.Hanna seconded and the vote passed unanimously.

**Minutes respectfully submitted by Paul A. Scarlett, Clerk**

