



Roxann Wedegartner  
Mayor

City of  
**GREENFIELD, MASSACHUSETTS**

**COMMUNITY PRESERVATION  
COMMITTEE**

City Hall • 14 Court Square • Greenfield, MA 01301  
Phone 413-772-1548 • [www.greenfield-ma.gov](http://www.greenfield-ma.gov)

**Members:**

Mark Maloni (Chair, 2022)  
Thomas Guerino (Vice-chair, 2023)  
Barbara Zaccheo (2022)  
Wisty Rorabacher (2022)  
Garth Shaneyfelt (2023)  
John Passiglia (2023)  
Susan Worgaftik (2024)  
Travis Drury (2024)  
Yanis Chibani (2024)

**COMMUNITY PRESERVATION COMMITTEE (CPC)**

**Thursday, September 23, 2021 5:30pm to 7pm**

**John Zon Community Center- Large Room •35 Pleasant Street, Greenfield, MA 01301**

**MEETING MINUTES**

Action items are listed in yellow.

**Attending:**

- Yanis Chibani (at Large), Tom Guerino (Greenfield Housing), Alyssa Larose (FRCOG), Mark Maloni (Planning Board), Wisty Rorabacher (at Large), Garth Shaneyfelt (at Large), Susan Worgaftik (Skate Park and at Large), Christian LaPlante (City of Greenfield), and Barbara Zaccheo (Recreation Commission).
- Travis Drury communicated in advance that he would be unable to attend the meeting.
- John Passiglia was unable to attend the meeting.

**1.Call to Order:**

- Meeting called to order by Mark at 5:31pm

**2. Review of August 26, 2021 Meeting Minutes:**

- Yanis made a motion to approve minutes with no edits. Susan seconded the motion. All voted in favor of the motion.
- Carryover action items are in yellow:
- Mark will share his spreadsheet on 9/24/2021 of his review of the plans on the CPC Google drive with the allowable use chart for Community Preservation funds. CPC members could review it.

**3. Old Business and updates from 8/26/2021 meeting minutes:**

- All CPC members make an appointment and bring a pen to the Clerk's Office for swearing in and to receive open meeting law and conflict of interest information that one needs to submit back to the Clerk's office.

- Mark checked in with MJ Adams and Christian LaPlante on this topic in terms of next steps, actual numbers and communication with the City Council. The City will take the lead on deadlines and Mark will chair the meetings.
- a) **5:48pm Initial findings from plans review:**
- Mark emphasized that not everyone needs to read all the plans on Google Drive.
  - Garth reviewed plans for overarching themes and also have many details that may not be relevant other than to point out repetitive themes.
  - Alyssa reminds that CPC needs a CPC Plan and how the applications fit into the plans. She pointed out that the Commonwealth requires many pages of action plan tables and narratives- for the CPC plan, review the action tables.
  - Wisty noticed many repetitive themes in the plan review as well.
  - Susan concluded from the Housing plan: her interpretation of the crisis- 2010 to 2021 lost 149 units for a variety of reasons, median price \$160K of home and roughly now is \$250K, median rent \$769 and roughly now \$1000-1499. Median household income in 2010 \$46K and in 2019 \$50K.
  - Barb asked that Capital Budget info be uploaded to Google Drive and Christian will take that on..
  - Barb asked for powerpoint file names to be further articulated on Google Drive and Christian will take it on.
- b) **Finalize budget with form**
- Christian and MJ met with the Finance Director to discuss administrative funds for the current year- no access until July 2022. Wisty clarified that the CPA funds will stay 70% General, 10% Housing, 10% Recreation and 10% Historic Preservation. Surcharge has not affected taxpayers yet. Alyssa said her grant could probably cover photocopies (not food) in the future.
- c) **CPC timeline review**
- Next step is to build the CPC plan. Alyssa will look at CPC website and Bourne, MA CPC plan to get ideas for how to structure one for Greenfield CPC. **CPC Commissioners are asked to review some CPC plans**
- d) **Update on CPC plan, application and outreach plans**
- **In August at the CPC meeting, Mark proposed that Alyssa find three highly recommended CPC plans for a model for Greenfield CPC and Alyssa agreed to take this on by the October meeting.**

- Susan has reviewed other towns' CPC applications and offered to draft an application for review by the group in October 2021. So far, she's found a pre-application and less requirements for long lists of documents. The goal is to make it simple and achievable without big upfront costs like ornate plans, etc. Application could include handwritten notes and drawings.
- The CPC plan has to be updated each year.
- Yanis inquired about how CPC sets up strategic goals in CPC Plan in the chance that there are many qualified applications. Barb suggested that the next step may be to develop evaluation criteria for incoming applications- what priorities does it hit, is application complete? Do other funding sources exist or have been tried, etc..
- Based on his experience with CPC in Bourne, MA, Tom cautioned to keep an eye out that CPC will be competing with operating and capital budgets as well as grants, etc. and to keep in mind that some applicants may be redirected to pursue those other funds. Also, many projects are multi-phased and complicated so many have multiple funding sources.
- Alyssa pointed out that CPA funds are local and may not require leverage of other Commonwealth chances for funding.
- Alyssa offered to create a spreadsheet by the October 2021 CPC meeting which will summarize Greenfield city departments and boards/commissions that will be important for CPC outreach. Barb suggested moving this to November 2021.

#### **4. Other business**

##### **a) Discuss in person/virtual meetings**

- CPC decided to meet in person with masks. If local pandemic gets worse, we will revisit hybrid

##### **Next Meeting Date and Time:**

- Thursday, 5:30-7pm on October 28, 2021 at John Zon Community Center
- Monday, 5:30-7pm on November 22, 2021 at John Zon Community Center
- Thursday, 5:30-7pm on December 23, 2021 at John Zon Community Center
- Future meetings will be the fourth Thursday of each month
- Future agenda ideas:
  - Conclusions of CPC Google drive plans review,
  - October 2021 review of draft budget with form, timeline, CPC application, application review criteria, and CPC plan

- November 2021 Review list of city departments/boards/commissions and draft outreach materials and already established networks to reach a variety of community members for identifying key CPC applications.

**5. Meeting Adjourned at 6:41pm:**

- Yanis made the motion and Garth seconded, all voted in favor.

