

COMMUNITY PRESERVATION COMMITTEE (CPC)
Thursday, August 26, 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), Travis Drury (serves on Conservation Commission), Alyssa Larose (FRCOG), Mark Maloni (Planning Board), John Passiglia (historic preservation), 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) Attending from the public was Bob Williford.
- Tom Guerino (Greenfield Housing and CPC of Bourne, MA) communicated in advance that he would be unable to attend the meeting:

Call to Order:

- Meeting called to order by Mark at 5:33pm

Review of July 22, 2021 Meeting Minutes:

- Mark made a motion to approve minutes with no edits. Yanis seconded the motion. All voted in favor of the motion.

Old Business:

- All CPC members stop by the Clerk's Office for swearing in and to receive open meeting law and conflict of interest information.

Other business:

CPC Budget:

- Mark will check in with MJ Adams and Christian LaPlante on this topic in terms of next steps, actual numbers and communication with the City Council.
- Susan Worgaftik shared that there is \$190,000 to spend and \$60,000 will arrive from the State at the end of the fiscal year (June 30, 2022). \$9,500 (which is 5% of \$190,000) can be retained for administrative functions.. Any rollover will stay with the CPC- not returned to the City's General Fund.
- Susan made a motion to set aside 5% for administrative, 10% for open space/recreation, 10% for historic preservation, 10% for housing, and 65% for some combination of housing, open space/recreation and historic preservation currently estimated at \$190,000 expected from City funds. Yanis seconded the motion. All voted in favor.
- Later in the meeting, Travis found on CPC website a document to list numbers for each account- this will be uploaded to Google Drive by Christian and the form will be finalized at the next meeting. This will be the budget that we vote on at a future meeting and present to the City Council.

Identify City plans on CPC Google drive to review:

- All CPC members are requested to review each plan in the Google CPC drive prior to the September 2021 CPC meeting based on their subject specialty (housing, open space/recreation, or historic preservation) and could use their own spreadsheet and use Mark's spreadsheet if interested. The goal of the plans review is to identify possible CPC projects based on various existing City plans' priorities. If you are short on time, please review the goals and action plans for each plan only for your specialty area.
- Mark will share his spreadsheet of his review of the plans on Google drive with the allowable use chart for Community Preservation funds.
- Christian will reach out to Department heads to ensure all plans are uploaded to Google drive for CPC to review.
- Christian will also work with John on earlier versions of the plans for review by Wisty and Judy.
- Wisty expressed concern over what is written up in the plans as some are not currently accurate. Mark suggested reviewing the plans and jotting down the items that are missing that would be a good candidate for CPC projects.
- Yanis suggested that each person's specialty guide the review for top priorities for each subject area.
- John Passiglia expressed concern about the spreadsheet getting messy with many users and Travis is concerned about the open meeting law as there cannot be cross communication outside of a public meeting.
- Susan and Garth will work on housing. Mark will mark up everything in the drive. John will mark up historical. Barb, Garth and Wisty interested will work on the review of plans in the areas of open space and recreation. Yanis will review housing and historical. Mark and Alyssa will discuss her actions to review the plans.

Discuss Draft CPC timeline:

- Mark proposes that we develop a timeline by seasons. By fall, CPC will identify strategies based on current plans in Google drive.
- Next steps in winter: Review outline of projects and collect further ideas by meeting with Department heads and Commission/Boards. Community education will include an overview of CPC, outline of allowable use chart, proposed strategies, and application process.
- Wisty added that the budget OF \$190,000 plus state funds is an important part of community outreach as well.
- Yanis added that it's important to also educate the community about the evaluation criteria for applications.
- Susan inquired about the timing of applications and approval by the Council of CPC budget and individual projects.
- Yanis shared from a previous CPC meeting the following timeline: Fall 2021/spring 2022 public hearing, complete CPC plan and submit fy23 budget and Fall 2022 submit first projects to Council.
- Wisty expressed concern that the CPC confirms that it will factor in various communities through meaningful outreach to a wide variety of community members. Garth had shared an article on this topic via email as an fyi. Susan seconded with ideas to network with established relationships with a variety of people such as Just Roots, Community

Action, DialSelf, Salasin, Recover project, Tapestry, Housing Authority, etc. and appropriate and effective outreach methods- not just public meetings.

Discuss CPC plan:

- Susan has reviewed other towns' CPC applications and offered to draft an application for review by the group in October 2021.
- Mark proposed that Alyssa find three highly recommended plans for a model for Greenfield CPC and Alyssa agreed to take this on by the October meeting
- 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.
- Yanis expressed concern about the timeline of first applications not until spring 2023. Mark responded with empathy and reiterated that our task is to set up the first CPC structures (e.g. CPC plan, CPC application, etc.) for Greenfield.

Next Meeting Date and Time:

- Thursday, 5:30-7pm on September 23, 2021 at John Zon Community Center
- Agenda: Initial findings from plans review, finalize budget with form, CPC timeline review, update on CPC plan, application, and outreach plans, and other.
- Future agenda: Conclusions of plans review, October 2021 review of draft CPC application and CPC plan, and October 2021 Review list of city departments/boards/commissions, draft outreach materials and already established networks to reach a variety of community members for identifying key CPC projects.

Meeting Adjourned at 6:54pm:

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