

GREENFIELD COMMUNITY PRESERVATION ACT APPLICATION FORM

Submit this application by **November 15, 2023** to:

Greenfield Community Preservation Committee

% Christian LaPlante

14 Court Square

Greenfield, MA 01301

Or by email: cpc@greenfield-ma.gov

Date submitted: by U.S. mail _____, email 11-14-2023, or in person _____

Project Title:	Binding and Rebinding of City's historical documents
Applicant:	Greenfield City Clerk's Office
Are you an incorporated organization? <u>X</u> <u>Y</u> _____	
N If not, who is your fiscal sponsor?	
Is this project on city-owned land? <u>X</u> <u>Y</u> _____, N	
If yes, name the department or commission who is co-sponsoring this project.	
Project Location/Address:	14 Court Square, Greenfield, MA 01301
Contact Name:	Quinn Jaquins
Mailing Address:	14 Court Square, Greenfield, MA 01301
Daytime Phone #:	413-772-1555 ext. 6162
Email Address:	cityclerk@greenfield-ma.gov
Date of Submission:	NOVEMBER 14, 2023

Total Project Cost	CPA Funds Requested
\$ 200,000 est.	\$75,000

PROJECT DESCRIPTION:

- All of the following must be answered in the space provided
- Include supporting materials as requested or as you believe necessary as attachments

1. Describe the Project

The project focuses on the rebinding or binding of a broad range of historical documents, each category representing a unique facet of the community's history.

2. What are the goals of the proposed project?

The aim is to ensure the preservation and accessibility of these records for future generations, daily ordering of birth, death, and marriage certificates and historical research.

3. Who will benefit from this project and why/how?

The City of Greenfield and the past, future, and current inhabitants of the City

4. How will you measure your success?

- **Document Integrity:** Ensuring that the documents are preserved without damage, and that binding materials and techniques do not harm the original documents.
- **Protection from Environmental Factors:** Ensuring whether the binding adequately protects the documents from light, moisture, dust, and other environmental factors that can degrade them.
- **Document Security:** Ensuring the binding method provides security against theft or tampering.

•Historical Authenticity: Maintaining or restoring the historical appearance of the documents.

5. How does this project fit with the requirements of the Community Preservation Act? (See attached chart)

Historical preservation

6. If appropriate, how does this project fit with existing City plans? (See GCPC Plan https://greenfield-ma.gov/government/boards_and_commissions/community_preservation_committee.php)

1. **Preservation of Historical Resources:** The rebinding of historical documents directly aligns with this goal as it involves the conservation and protection of valuable historical records.
2. **Enhancing Accessibility:** Improving access to historical information or cultural heritage, rebinding documents can help achieve this goal by making the documents more durable and accessible to the public, researchers, and historians.
3. **Educational and Cultural Enrichment:** Rebinding historical documents can contribute to the enrichment of the community's culture, history, community development, education, and cultural heritage.
4. **Promoting Tourism:** The rebinding project involves documents of significant historical interest; it can attract tourists and history enthusiasts. This may help to boost the local economy and promote tourism.
5. **Stewardship of Public Assets:** As these historical documents are considered public assets, rebinding them aligns with the responsible stewardship of these assets.
6. **Partnerships and Collaboration:** This rebinding project involves collaboration with local historical commission and helps to align with city plans that encourage partnerships and cooperation for the betterment of the community.

7. Have the appropriate city boards and commissions expressed support and/or approved the project? What is the nature and level of community support for this project? Please attach any letters of support to your application.

The Historical Commission has expressed its support by voting at their November, 2023 meeting to deem our documents of historical value.

8. In the case of partial CPA funding, what would be your next steps?

We would use it in conjunction with other funding and grants to start the process.

9. Budget:

Some definitions:

Personnel: Any paid staffing

Equipment: items with a useful life expectancy of more than one year.

Supplies: items with a useful life of less than one year.

Contractual: any work that is done for a limited period of time by a person/organization with specialized skills, e.g. lawyer, surveyor, etc.

Construction: all work done on a particular property or building including erecting, altering or remodeling.

Please leave any category blank that does not apply to your project.

Describe the basis for your budget and the sources of information you used.

The basis of our budget for this would be that all funds received will be dedicated solely to the purpose of binding and restoring the historical documents.

Other Funds:

- Please identify the other sources of funding including federal, state, or local government or any other sources.
- Cash means that the source is providing funds.
- In kind means that the source is going to give labor or goods, but no cash. In kind support still has value. How much would it cost if you were to pay for the labor or goods?
- Confirmed means that the organization or business has made a commitment to supply the items, labor or fund

Organization	Item	Amount or value	Cash (Please check)	In kind (Please check)	Confirmed (Y or N)

10. Timeline:

Please provide a schedule for project implementation. Please include major tasks, e.g. survey, acquisition of historic documents, etc.

Task	Estimated Start	Estimated completion
Binding/rebinding	Once funds have been received	This process will be done on a rolling basis; therefore, we cannot give a definitive completion date.

11. Implementation:

Please provide the project manager's contact information if different from applicant.

Project Manager (Paid or volunteer)	Phone	Email
City Clerk's Office	413-772-1555 ext. 6162	cityclerk@greenfield-ma.gov

12. Maintenance (Leave blank if not applicable to your project)

If your project requires ongoing maintenance, who will be responsible for that for the 5 years after completion? How will that maintenance be funded?

To the best of my knowledge and belief, all data in this application are true and correct. This document has been duly authorized by the individual or governing body of the applicant.

Name of authorized representative: Kathryn J. Scott

Title, if appropriate City Clerk

Email Cityclerk@greenfield-ma.gov

Phone number 413.772.1555 xt 6162

Signature of Authorized Representative

Kathryn J. Scott

Date Signed

November 14, 2023



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NEWSPAPER
CLIPPINGS
1980s

RECORDS OF THE TOWN
OF DORCHESTER, MASSACHUSETTS
A-S. Paperwork
Copies of B-L-Ann sent to A-S.
FLOOD MAPS

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THOMPSON

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1972