



Roxann Wedegartner  
Mayor

City of  
**GREENFIELD, MASSACHUSETTS**

**COMMUNITY PRESERVATION  
COMMITTEE**

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**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, January 27, 2022 5:30pm to 7pm**

**WebEx**

**MEETING MINUTES**

Action items are listed in yellow.

**Attending:**

- Mark Maloni (Planning Board), Yanis Chibani (at Large), Garth Shaneyfelt (at Large), Wisty Rorabacher (at Large), Susan Worgaftik (Skate Park and at Large), and Travis Drury (Conservation Commission)
- Christian LaPlante (City of Greenfield) and Kimberly MacPhee (FRCOG)

**Absent:**

- Tom Guerino (Greenfield Housing), Barbara Zaccheo (Recreation Commission), John Passiglia (Historical Commission)

**1. Call to Order:**

- Meeting called to order by Chair Mark Maloni at 5:36pm.

**2. Review of December 16, 2021 Minutes:**

- Susan moved to approve the minutes, seconded by Yanis. No edits.  
Unanimous.

**3. Welcome Kimberly MacPhee (FRCOG and new technical assistance contact)**

- Mark introduced Kimberly to the committee. She will fill in the gap for next month or two after Alyssa's departure. Previously involved with Royalston

CPC. Mark, Christian, and Kimberly will meet to discuss CPC plan, etc. Committee members introduced themselves.

#### 4. Old business

##### a) CPC Timeline Review

- Mark created a draft of the timeline for next several months. Once Stuart from Coalition gives feedback Christian will send out final version to committee. There is a minimum of a public hearing, but also the potential for more outreach meetings, ex. Education event. Mark inquired if anyone would be interested in forming an outreach working group. Interested:
  - Susan
  - Wisty
  - Yanis
  - Garth
- What should be in a CPC plan for Greenfield? Brainstorm ideas
- Mark thinks the committee has expressed interested in having educational engagement. Bare minimum is an open meeting posted two weeks in advance with postings in newspaper. What would doing more than that look like? The working group will work together to discuss and create materials. Scheduling when the CPC plan is presented will be difficult, ex. June budget meeting.
- Potential subcommittee in future to review pre-applications.

##### b) Draft Application

###### i. **Committee review criteria (Susan & Groton points system example)**

- Susan and Wisty tried to come up with an objective way to assess applicants. Points systems like this help really help moving forward discussion.
- Is this a rational way to proceed? Garth agrees it will be a learning process. Yanis likes the categories (will send notes in writing). Max score would be a sum of all categories. Yanis suggested value/function formula. Mark thinks the

discussion after the assessment would be where this nuance would come into play.

- Yanis concerned that having projects score higher when there is a greater percentage of existing funding might heavily favor large projects. Garth notes how to factor in “in kind” contributions.
- Wisty would like to write into calendar an evaluation of application process.
- Travis wondered the value of having a points system. Mark also wonders whether scoring is necessary. Travis is less against it after discussion.
- Groton puts the point system in their plan. People should tell us what their community support is like.
- Committee to continue discussion next time.

ii) **Parameters for city department applications**

- Susan explained that Tom was concerned that city departments have access to outside resources so they should have already gone through a process of trying to acquire those funds.
- Mark thinks the city also needs a centralizing body about which departments are applying so there is not conflicting apps.

c) **Community Preservation Plan draft review – next steps**

- Historic preservation section needs to be completed. Wisty worried about volume of materials for people applying. Mark could see executive summaries, etc being included to balance out a dense application.
- Mark asks if there needs to be more public facing materials alongside a completed application. Garth sees a one to two pager with more important details: funding, meeting dates, what CPA is, etc.
- Wisty would like to have some kind of info available before a public hearing so people actually have an idea of what is going on.
- Next month is an important month for CPC plan work. Mark will take a deeper dive. Have a draft ready after February meeting potentially?

- Mark to send out email to Christian and MJ to discuss city department application coordination.

## 5. Other business

### a) Outreach strategy

#### i) **Department heads and board chairs responses to letter sent on January 10<sup>th</sup> – Christian**

- Mark and Christian will work on getting to Council on Aging meeting.

#### ii) **Community meetings**

- See discussion above.

### b) Term renewals

- Mark, Wisty, Barb's terms expire in July. Mark is willing to continue serving if planning board is willing. Wisty is also willing. They are three year terms. Mark and Wisty agree it is a time for consistency. Wisty would like a consistent month where people decide if they want to continue on the committee.

## 6. Next meeting – Thursday February 24, 2022 5:30-7:00 PM

## 7. Adjourn

- Motion to adjourn by Travis, second Garth. Unanimous. Meeting adjourned at 6:57pm.





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