



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

Members:

Travis Drury (Chair)
Garth Shaneyfelt (Vice-chair)
Wisty Rorabacher
John Passiglia
Susan Worgaftik
Donna DuSell
Thomas Guerino
Dave Chichester

**COMMUNITY PRESERVATION COMMITTEE (CPC)
Thursday, June 22, 2023 5:30pm
City Hall Meeting Room, 14 Court Square and Remote via
Zoom**

MEETING MINUTES

Members present:

Donna DuSell (Recreation Commission), Susan Worgaftik (at Large), Travis Drury (Conservation Commission), Garth Shaneyfelt (at Large), Wisty Rorabacher (at Large),

Members absent:

John Passiglia (Historical Commission), Tom Guerino (Greenfield Housing), Dave Chichester (Planning Board)

5:36PM Call to Order

Previous Meeting Minutes, Motion to Approve: Donna, 2nd Susan
Discussion: None
Motion Carries, all in favor.

5:38 New Business:

1. July 27th Public Hearing:
 - a. Jon Zon space is available
 - b. Plan is to update last year's presentation to include information on this year's projects and to get a handle

on people's priorities for what they would like to see in the future.

- c. We have time for two-week lead up for advertising in the paper.
2. Signage/attribution for projects:
 - a. Regarding a temporary banner for under construction projects, the group agreed to the following language: "Thank You Citizens of Greenfield, Your Community Preservation Act Dollars at Work."
 - b. In Grant Agreements (for non-profit award winners) and Memorandums of Agreement (for City/Public entities) there is language whereby the grantee agrees to give acknowledgement to the CPA on documents, brochures, press releases, etc. for the project.

5:54 Old Business

1. Project updates:
 - a. Christian has worked up the grant agreements and MOUs, and they are being sent to the City Attorney for review.
 - b. The Beacon Street land has been determined to be in the control of the Rec. Dept.
 - c. Working on Agricultural Preservation restrictions for fairgrounds and Affordable Housing restrictions for Wells St. projects.
 - d. Grant disbursement policies are being reviewed by the City's Fiscal Dept. Plan is to follow what Northampton does: small projects received %100 reimbursement upon completion and large projects are dispersed in thirds based on agreed benchmarks, with the final installment coming when project is done.
2. Review of Scoring Sheet:
 - a. The group went through the scoring sheet line by line updating some questions, removing others, and generally reorganizing the document.
3. Schedule and timing:

- a. The group agreed to move the timeline up two weeks from last year, with pre-applications due by 9/15 and final applications due by 11/15.
4. Meeting attendance:
- a. We should have a policy on attendance, how many absences are acceptable? How does that fit with appointments and assignments? For example, we no longer have Dave Chichester because he is no longer on the planning committee, but he was a great member. Now there will need to be another member of the planning committee assigned. If committee representatives don't attend meetings, what is the remedy? If at-large appointees don't attend, what then?

7:04 Adjournment – Motion by Donna, 2nd by Susan, all in favor
Notes respectfully submitted by Donna