



**COMMUNITY PRESERVATION COMMITTEE  
OCTOBER 14, 2015 – 7:00 PM  
TOWN OF HANOVER**

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The following minutes are from the meeting of the Hanover Community Preservation Committee held Wednesday, October 14, 2015. The meeting was held in the Large Second Floor Meeting Room at Hanover Town Hall.

The following Committee members were present: Mary Dunn, Richard DeLuca, John Goldthwait, James Coulter and William Scarpelli.

The following Committee members were absent: Jonathan Chu and April Manupelli

The vice-chairperson William Scarpelli opened the meeting at 7:00 p.m.

The Committee reviewed the meeting minutes from June 10, 2015. John Goldthwait made a motion to accept the meeting minutes. Richard Deluca seconded the motion. All others voted in favor.

The committee discussed the re-organization of the Community Preservation Committee. Mary Dunn made a motion to elect William Scarpelli as Chairman of the CPC. John Goldthwait seconded the motion. All others voted in favor. Richard Deluca made a motion to elect James Coulter as Vice Chairman. John Goldthwait seconded the motion. All others voted in favor.

The committee reviewed two requests from Town Clerk Catherine Harder-Bernier to use money that was allocated for the "Preservation of Town Documents" from CPA funds in 2009. The first request was to open and repair a mid-20<sup>th</sup> century Meilink brand safe that is located in the basement of Town Hall, and is currently permanently locked. The second request was to purchase a hygrometer that would be placed in the old jail cells/storage area in the basement of Town Hall, to properly climate control the area and preserve the documents stored in that space. The committee discussed how they do not believe reviewing the individual projects that will be funded by an already approved and allocated CPC article is in their jurisdiction. They stated that they could review the projects and provide recommendations, but do not believe that they should be given the final authority on whether the projects are funded or not. The committee recommended using the funds to purchase the hygrometer for the jail cells, but thought that the opening of the safe should be funded through the Town's petty cash.

The committee was briefed by Town Planner, Peter Matchak on ongoing CPC projects including the completion of the cemetery preservation project and the commencement of the Town Hall Restoration and Rehabilitation project. The repair and preservation of hundreds of headstones in the Town's three historic cemeteries has been completed, and the final reports of the project are completed and available on the town's website, the Hanover Public Library and/or the Planning Office. Nine firms responded to the Request for Qualifications for the Hanover Town Hall Restoration and Rehabilitation project, funded by CPC at Town Meeting May 2015. Three finalists have been selected for interviews, which will take place on Tuesday, October 20, 2015. The Town is expecting to have a designer under contract for the project by the end of the month.

The next CPC meeting is on Wednesday, November 18, 2015.

Richard Deluca made a motion to adjourn at 8:35 pm. John Goldthwait seconded the motion and it was so voted unanimously.

**The meeting was adjourned at 8:35 p.m.**

Respectfully submitted by:  
Heather Lamplough  
Associate Planner