

**Town of Center Harbor
Heritage Commission Meeting**

- Approved 9/21/17-

August 17, 2017

Minutes

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: Chairperson David Reilly, Roland Garland, David Hughes, Karen Ponton; Absent: Richard Hanson, Nancy Sapack (alternate).
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by R. Garland that: The Minutes of July 20, 2017 be approved as writtten. Passed unanimously.
- III. **Order of Agenda & Additional Items:** No additions or changes.
- IV. **Unfinished/Continuing Business**
 - A. **Town House Rehab**
 1. **Phase 1B Archaeological Study:** K. Ponton reported that the Archaeological Study Report has been reviewed by Edna Feighner and Peter Michaud at NHDHR. NHDHR is expected to clear the Town House Foundation Project once they receive the scope of work from LCHIP. LCHIP also received a copy of the Study Report.
 2. **Foundation Project**
 - a. **Contract:** Code Compliance Officer Ken Ballance reviewed the draft contract that D. Reilly and K. Ponton had prepared and found it satisfactory. The contract has been sent to Target New England.
 - b. **2017 Mooseplate Grant:** Awaiting word as to whether our grant application has been approved.
 3. **Town House Tree Work:** Branches and trees overhanging the Town House have been removed. The Commission expressed its appreciation to Road Agent Jeff Haines and the Public Works crew.
 4. **Town House Sign:** K. Ponton will check with Luke Royea. The Commission would like the sign rehung before the end of August, if possible.
 5. **Front Porch Painting:** K. Ponton finished painting the second coat.
 6. **Chimney Repair:** The Select Board approved funding repair of the Town House chimney at its August 16th meeting. Dave Cutter will be performing this work, estimated at \$450.

B. Heritage Fund & Requests for Reimbursement: The Commission reviewed the *Fund Report* dated August 14, 2017 (see attached) and the MVSB statement for July 2017. Motion by D. Hughes, seconded by D. Reilly: To reimburse K. Ponton \$54.72 for stamps and miscellaneous supplies. Passed with K. Ponton abstaining.

C. Fundraising: 50/50 Raffles at Band Concerts

1. **July 21st & 28th and August 4th & 11th Concerts:** These raffles raised \$135, \$145, \$175, and \$180 respectively. Thus far, the six (6) concert raffles total \$1,160 for the Town House rehab.
2. **August 18th Concert:** It is very likely that this concert will take place inside the Fire Station, as rain is expected. D. Reilly will decide on Friday whether to hold this raffle or not.
3. **August 25th Concert Raffle:** N. Sapack, D. Reilly and K. Ponton volunteered for this raffle, which is the last of the season.

D. Barn Survey Project Update: K. Ponton reported for R. Kipphut. R. Kipphut has arranged to have an information display about the barn survey outside of Heath's Supermarket on Friday, August 18th and Sunday, August 20th and 27th. Information about the barn survey was available at the Commission's display table during LobsterFest. One (1) owner of an historic barn expressed interest, and R. Kipphut will be contacting him.

E. NHDHR Survey Update

1. **Report of Selectmen's Meetings:** K. Ponton reported on the August 2nd Select Board meeting, at which Mae Williams gave an update about the NHDHR Model Survey Format Grant, including questions and issues related to mapping the Town's historical resources. After some discussion, the Board expressed interest in having an historical resources layer added to the Town's GIS maps, and asked Aimee Manfredi-Sanschagrin (who was also present) to talk with Cartographics about the estimated cost. D. Reilly reported on the August 16th Board meeting. Three (3) options and cost estimates from Cartographics were presented. These ranged from \$500/year (until all the data is entered) for Cartographics to train a staff member or volunteer to input the data; to \$750 for Cartographics to create the layer from a spreadsheet prepared by the Heritage Commission or staff; or \$750-\$1,200 if the new SUMMIT assessor software can be used together with Cartographics' software to auto-create the layer. D. Reilly noted that the Board was supportive of covering the cost for the mapping, if the funds are available, rather than asking Heritage Commission volunteers to assume another responsibility. K. Ponton reported that she learned just prior to today's Commission meeting that the option of using SUMMIT is not available. She will talk further with A. Manfredi-Sanschagrin about the second option. Additional discussion postponed to September meeting.

2. Task List: The Commission reviewed the Task List that M. Williams had prepared (see attached). Comments include:

- *Working* Historic Resource Inventory List is completed (see attached). D. Reilly has about 14 Slab City properties that will be added later.
- Instead of retaking photos from the public right-of-way, building photos will be updated from those taken during the 2017 property revaluation. These photos are expected to be available online in mid-October, after the upgrade to SUMMIT is completed.
- D. Hughes will visit the NH State Library and Historical Society for any additional historic maps.
- Initial contact with PSU about student volunteers has been made.
- Conservation layer is already on the Town GIS maps on the Town website.
- D. Hughes has CD of Hazard Mitigation Plan. M. Williams has been asked to contact him about getting a copy.
- There is no digital map of fire hydrants, etc. A hard copy is on the wall of the radio room in the Fire Station. Map was prepared by North Country Water Resources in Littleton, NH.
- There is no map of culvert locations. J. Haines reports there are between 100-200 culverts in Center Harbor.
- Planning related to GIS mapping is underway.

3. Mapping Issues: Postponed to September meeting. See also Item E.1 above.

F. Village Schoolhouse Conditions Assessment: Awaiting report from Alba Architects, LLP.

V. New Business: None

VI. Other Business: None

VII. Adjournment: Motion by D. Hughes, seconded by R. Garland to adjourn at 5:30pm. Passed unanimously.

Next Meeting: September 21, 2017 at 4:30pm

Respectfully submitted,

Karen Ponton, Secretary
atts(3)

Center Harbor Heritage Commission

Heritage Fund Summary Report (8/14/17)

I. Town Appropriations

Appropriation 2015	\$ 500.00	(\$467.16)
Appropriation 2016	\$15,000.00	(8,435.00)*
Appropriation 2017	\$5,000.00	(208.32)A#
		(901.74)B#

Appropriations Balance

\$ 10,487.78

II. Donations

2015 Donations	\$ 4,017.67	
2016 Donations	6,437.12	(\$ 4,119.74)**
2017 Donations	3,475.00	
DoGood Cards	1,200.00	
Raffles	805.00	
	175.00#	
	180.00#	
Donation Jar	<u>125.23</u>	
	\$ 16,415.02	

\$ 12,295.28

III. Town House Rehab

IV. Heritage Fund Balance (I + II)

\$22,783.06

V. MVSB Account

(\$100 min daily balance; otherwise \$5/month service fee. \$0.50/item processed over 100/cycle)

6/30/17	Statement Balance	\$22,193.12
7/07	Deposit	430.00
7/14	Deposit	595.00
7/21	Deposit	40.00
7/25	Deposit	135.00
7/31	Deposit	<u>145.00</u>
7/31/17	Statement Balance	\$23,538.12

Reconciliation w/Pending under I & II (-\$1,110.06 + 355.00)

\$22,783.06

Notes: * 2016 Town House Rehab Expenses for archaeologist, electrician & painting,
less \$10,000 Mooseplate Grant

** 2015-6 Building Conditions Assessment less \$4,000 NHPA Grant

A Town House Porch Repair

B Phase 1B Archaeology Report

Pending

VI. Operating Budget 2017

\$1,000.00

Expenses:

Donation to Historical Society for joint Program in May	(100.00)
Reimburse K. Ponton for Postage & Printer Ink	(214.20)
Reimburse K. Ponton for Yard Sign & Mailing Envelope	(25.66)
Reimburse K. Ponton for Raffle & Display Supplies	(24.35)
Reimburse R. Kipphut for Postcards & Postage	(43.65)
Reimburse K. Ponton for Raffle Supplies	<u>(33.19)</u>
Balance	\$ 558.95

Center Harbor Community Planning Survey Project Task List

Check if Completed	Task	By Whom ¹	Desired Completion Date
Research Tasks:			
<input type="checkbox"/>	Completion of <i>working</i> Historic Resource Inventory List (to be updated during writing phase)	CHHC	8/1/2017
<input checked="" type="checkbox"/>	Gathering of "Bibliography" of useful research sources to use in Report	CHHC/HPC	8/1/2017
<input type="checkbox"/>	Input of data from Town Assessing Records into Individual Windshield Survey forms per each tax parcel included on Historic Resource Inventory List (this can be done via internet)	CHHC	12/1/2017
<input type="checkbox"/>	NHDHR File Review in Concord to check for additional information on Historic Resource inventory list properties & for any additional properties surveyed previously by NHDHR and not included on Historic Resource Inventory List (adding these properties should be relatively easy, since the research is already done, and will help add to historic resource information in final report & in CHHC records)		Well ahead of 12/1/2017 (this will aid writing the forms)
<input type="checkbox"/>	Completion of Individual Windshield survey form basic information utilizing Tax Assessing Records, personal knowledge, readily accessible bibliographical resources, and maps (in other words: completion of the research that will aid the HPC in writing up the report)	CHHC	12/1/2017
<input type="checkbox"/>	ALSO updates to building/site photographs to include photographs from public right-of-way that are taken within the last 5 years and have sufficient detail that they can be printed at 4x6"	CHHC	
<input type="checkbox"/>	Gather Historic Maps for use in GIS	ALL	10/1/2017
<input checked="" type="checkbox"/>	Internet research to gather high resolution historic maps of Center Harbor	CHHC/HPC	
<input checked="" type="checkbox"/>	Check with Center Harbor Library & Centre Harbor Historical Society for additional information	CHHC	
<input type="checkbox"/>	Visit NH State Library/NH Historical Society visit to check for additional historic maps	CHHC	
<input checked="" type="checkbox"/>	Copy of Town Master Plan to Historic Preservation Consultant (HPC)	CHHC	N/A

Commented [MW1]: I haven't added anything here on any additional community engagement... but this is also something we should encourage, and encourage the public to tell us about places that are special to them.

¹ Throughout this task list I've created some "labels" for different groups:

"HPC" stands for Historic Preservation Consultant aka Mae H Williams

"CHHC" is Center Harbor Heritage Commission OR volunteers acting for the CHHC

"GIS Team" refers either to PSU students OR volunteers, depending on how things pan out... at the very worst-case scenario I think we can gather this information for *future* implementation

Center Harbor Community Planning Survey Project Task List

Check if Completed	Task	By Whom ¹	Desired Completion Date
<input checked="" type="checkbox"/>	Copy of Town Hazard Mitigation Plan to HPC	HPC	N/A
Mapping Tasks:			
<input type="checkbox"/>	Develop plan for where GIS mapping will be stored & publicly accessible	CHHC/HPC	9/1/2017
<input type="checkbox"/>	Develop plan for proposed software for implementation	CHHC/HPC	
<input type="checkbox"/>	Contact PSU re: potentially utilizing volunteers to develop GIS database, begin data input (training local volunteers to do this as well?), and develop layers with historic maps.	CHHC	9/1/2017
<input type="checkbox"/>	Gather pre-existing GIS data to use in mapping & hand to "GIS Team":	CHHC	10/1/2017
<input type="checkbox"/>	Gather digital files from both Town Master Plan & Hazard Mitigation plan (this may include flood-prone areas, areas related to historic fire, historic lightning strikes, etc)	CHHC	(earlier is better)
<input type="checkbox"/>	Gather Conservation Mapping information to use in GIS layers (check with Town Hall, LRPC, UNH, etc. for files) for use by GIS Team	CHHC	
<input type="checkbox"/>	Gather Fire-Related Hazards for GIS layers (such as fire hydrants, fire ponds &/or information on response-zones). This may be included in Hazard Mitigation Plan and may be available digitally from either the LRPC or Town.	CHHC	
<input type="checkbox"/>	Gather information on culvert locations (again, this may be in Hazard Mitigation Plan and may be available digitally)	CHHC	
<input type="checkbox"/>	Check with LRPC re: any additional useful GIS information that we can utilize	CHHC	
Writing Tasks:			
<input type="checkbox"/>	Executive Summary	HPC	4/1/2018
<input type="checkbox"/>	History of Town primarily utilizing previously written information and data collected through individual windshield forms	HPC	4/1/2018

Commented [MW2]: Date decided by my contract with the State (I'm supposed to have a draft in to Amy sometime in February 2018. (which doesn't give me much time if the Historic inventories aren't done until December)

Center Harbor Community Planning Survey Project Task List

Check if Completed	Task	By Whom¹	Desired Completion Date
<input type="checkbox"/>	Completion of final Historic Resource Inventory List (to include additional resources as identified through public input and additional research)	CHHC/HPC	4/1/2018
<input type="checkbox"/>	Recommendations for Future Survey Work	HPC	4/1/2018
<input type="checkbox"/>	Tools for Promoting Preservation	HPC	4/1/2018
<input type="checkbox"/>	Conclusion and potential next Steps	HPC	4/1/2018
<input type="checkbox"/>	Finalization of Bibliography/Works Cited	CHHC/HPC	4/1/2018

**Town of Center Harbor
Heritage and Cultural Resources Inventory
Working Draft
2017**

1. Leavitt House (1790) 19 Whittier Highway/Route 25
2. Libby House (1792) 786 Winona Road
3. Bartlett Homestead (1794) 13 Tuttle Road
4. Mead Farm/Joseph Kimball Farm (1800) Disassembled and moved to CT
5. Stone Cider Mill (1800) 452 Waukewan Road
6. Sturtevant Farm (1825) 314-318 Dane Road/Route 25B
*Site of Whittier Pine & Pinelands Girls Camp
7. Charles Pfeifer House (1850) 452 Dane Road/Road 25B
8. Congregational Church (1837) 52 Main Street
9. Coe House/Glencoe (National Register of Historic Places) (1825) 18 Main Street
10. Sutton Place/Piper House (1865) 251 Whittier Highway/Route 25
11. William Sheafe House,/Twin Gates/Dybro House (1843) Demolished
12. Caldwell House/Butterfield Cottage (1884) 35 Coe Hill Road
13. Finn Gate House (1880s) 105 Dane Road/Route 25B
14. Gilnockie & Gilnockie Stone Arch (1885) 72 Coe Hill Road
15. Center Harbor Village School (1886) 94 Dane Road/Route 25B
16. Bjune House/Irving Simonds House (1892) 40 Kelsea Avenue
17. Keewaydin (1903) 52, 54 & 76 Red Hill Farm Road
18. Town House (1843) 175 Daniel Webster Highway/Route 3
19. Kona Fountain (National Register of Historic Places) (1907)
Intersection of Main & Plymouth Streets
20. Nichols Memorial Library (National Register of Historic Places) (1909) 35 Plymouth Street
21. Hearthstone & Carriage House (1850) 224 Dane Road
22. Dearborne Place, also known as Lamprey House (1867) 249 Whittier Highway/Route 25

Above #1-22 are the current Inventory, found in the Town Master Plan, Chapter 7. Below are suggested additions.

Buildings

23. Dane House (early 1800s) Plymouth Street Demolished in 1995
24. Kahle House (1837) Plymouth Street Demolished in 1995
(Note: Dane & Kahle were remodeled in 1922 and comprised the Garnett Inn)
25. Locust Cottage/Inn (1800ca) 44 Plymouth Street.
26. Locust Inn (1800 ca) Main Street Burned in 1973
27. Dr. Morrill House (1860ca) 42 Plymouth Street
28. Former Atherton Property (1800ca), possibly an inn or boarding house at one time
53 Plymouth Street
29. Page House (1852) 56 Plymouth Street
30. Raines House (1850)/Keepsake Quilting Building Moved to 12 Main Street
31. Town Municipal Building (1970) 36 Main Street
32. Yikes!, formerly Heath's (1900) 23 Main Street
33. Former Lady of Victory Church (1907) 41 Kelsea Avenue

34. Brick Boathouse/Canoe House on Town Beach (1900ca) 24 Lake Street
35. Grange Building (1917) 9 Kelley Court
36. Longwood Barn (1876) 34 Dew Point Lane
37. Nichols Store/Ferrante Building/Morse & Stanley Block (1837) 34 Plymouth Street
38. Hillcrest (1885) 252 Dane Road/Route 25B
39. Former Blacksmith's Shop (on R. Hanson's property) 67 Plymouth Street
40. Small Brick Outbuilding in field at top of Center Harbor Neck Road
57 Center Harbor Neck Road
41. Moody Property, late 19th/early 20th century Waukewan buildings
557-559 Waukewan Road
42. O'Donnell Property, late 19th/early 20th century Waukewan buildings
529 Waukewan Road
43. Leland Trust Property, late 19th/early 20th century Waukewan buildings
490 Waukewan Road
44. Hawkins Homestead/Mayo Farm/Earl Property, a large early 19th century home with evidence
of raised cape-style construction/early 2-story home with attic
446 Waukewan Road
45. Perkins Farm/Maple Wood Farm with expansive view of Lake Waukewan, once a farm with
buildings dating to late 19th century
348 Waukewan Road
46. Reilly Property (1815 house & barn)
788 Winona Road
47. Former Cram Schoolhouse (1828)
292 Waukewan Road
48. Former Town House School/Fox School/Norris School (1825ca)
19 College Road
49. Former Hawkins/West Center Harbor Schoolhouse (1920)
164 Hawkins Pond Road
50. Borella Stone House (1912ca), Sone Pillars and Stone Cistern/Silo structure in woods
250 Center Harbor Neck Road
51. Drenkhahn Property/Polly Quincy Home
258 Center Harbor Neck Road
52. Cooshaukie (1910ca), site of *On Golden Pond* film
53. Asquam "The Jungle" Camp (1880s), early summer camp on High Haith Island on Squam Lake
with numerous small cabins, as well as main lodge building
36-65 Asquam Lane
54. Caleb Towle House/Caleb's Clearing (1797) 113 Tuttle Road
83. West Center Harbor Meetinghouse (1815) 457 Piper Hill Road

Structures

55. Waukewan Road "Mosquito Bridge" (Granite abutments date to early 1800s)
56. Town Pound (1821) Dane Road/Route 25B
57. Original Stone Walls along Main Street, Coe Hill Road and College Road
58. Possible Cellar Holes on Follett Road
59. Possible Cellar Holes on Preston Road, dating back to late 18th/early 19th centuries
60. *NV Mount Washington*
61. Bandstand/Gazebo Main Street

Places

62. Center Harbor Village Historic District (National Register of Historic Places 1983)
63. Slab City: Hawkins Pond Dam
64. Slab City: Second Dam
65. Slab City: Site of Hawkins Mill Foundation 77 Hawkins Pond Road
66. Slab City: Site of York Mill 775 Winona Road?
67. Town Beach & Waterfront (Both Winnepesaukee and Squam)
68. Town Cemeteries (26) [Photos of 23 cemeteries are on Historical Society webpage under
"Cemetery Gates;" 3 remaining cemeteries had all graves removed]
69. Dr. Leonard B. Morrill Park (1952) Plymouth Street
70. Winnepesaukee Flagship Corporation Shipyard
71. Camp Wokondah (1909) Site
72. Camp Bonheur (1913) Site
73. Singing Eagle Camp (1922)
74. Camp Winnicutt (1927) Site
75. Belknap College Site (Plaques) Main Street
76. Site of Sturtevant Pine, High Haith Road (Plaques) 148 High Haith Road at corner of
Horizon Way
77. Thompson's Corner

Roads

78. Center Harbor Neck Road (1784? One of the first roads on a map)
79. The College Road

Cultural Resources

80. Center Harbor Town Band
81. Extensive Trail Network, including Center Harbor Woods and Audubon Society Trails