

Town of Center Harbor
Heritage Commission Meeting

-Approved 5/16/19-

April 18, 2019
Minutes

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: Chairperson David Reilly, Karen Ponton, Virginia Fisher (alternate); Absent: Richard Hanson, David Hughes, Nancy Sapack
- II. **Approval of Minutes:** Motion by G. Fisher, seconded by K. Ponton that: The Minutes of March 21, 2019 be approved as written. Passed unanimously.

III. **Order of Agenda & Additional Items:** No changes.

IV. Unfinished/Continuing Business

A. **Election of Chairperson, Secretary & Commission Alternate Vacancies:** Election of Chairperson and Secretary postponed to next meeting so that absent members can participate. The Commission continues to seek two (2) residents to serve as alternates. One person contacted by R. Hanson is interested. G. Fisher is contacting another individual.

B. Town House Rehab

1. **Next Step:** K. Ponton spoke with Code Compliance Officer K. Ballance about work needed to complete the Town House rehab and estimated costs. Installing a floor in the woodshed is necessary before rough plumbing work can be begun, and the rough plumbing (approx. \$4,000) should be completed before starting on the electric (approx. \$9,000 for panel, \$125/outlet). Since the woodshed is planned to be accessible for a public restroom (approx. \$5,000 for fixtures) and second entrance, it needs to be determined whether the new floor can be at the same height as the floor in the main hall or if a ramp will have to be used to connect the spaces. K. Ballance will check on floor levels and number of outlets required after the snow clears and he can access the Town House. K. Ballance suggested the septic field be "stepped" into the hill in front of the woodshed (approx. cost of septic and well for 3-bedroom house is \$25,000-\$30,000). Installing electric to only the main hall was discussed as an interim step before addressing the woodshed. This would allow some limited use of the building before it is made completely accessible. Cost of carpentry work for stage area, woodshed ell and second entrance, interior finishes and site work (for example, expanded parking) not yet estimated. NH Electric Co-op needs to be contacted for cost of bringing electric to building.

2. **Moose Plate Grant Application:** K. Ponton submitted the *Intent to Apply Form* for electrical work at the Town House. She received feedback from NHDHR suggesting that our application address the diligence with which we have followed the *Building Conditions Assessment Report*, whether the Town House is open to the public, how the electric will be installed without damaging the historic fabric, and how previous Moose Plate grants have helped leverage other funding.

C. Return of Town House Artifacts Temporarily Stored at Historical Society Museum:

The Selectmen discussed this at their April 10th meeting with Historical Society President Roland Garland and Commission members D. Reilly, K. Ponton and D. Hughes present. The Selectmen will arrange to pick up the artifacts from the Museum. G. Fisher volunteered to arrange for proper storage of the artifacts and to create an exhibit in the Town House, given her extensive background and experience.

D. **Heritage Fund Report:** The Commission reviewed the monthly *Fund Report* (see attached) and the MSVB bank statement for March.

E. **Library Building Conditions Assessment Grant Update:** The grant check for \$4,500.00 has been received from the NH Preservation Alliance and was deposited. Motion by K. Ponton, seconded by D. Reilly: To authorize payment of \$4,500.00 to the Nichols Memorial Library for the *Building Conditions Assessment Report*. Passed unanimously.

F. **Fundraising Plans**

1. **Town Band Concert Raffles:** K. Ponton will pursue with the Selectmen, Parks & Recreation Director Sandy Frost and Band Director Carlos Martinez.

2. **Do Good Bonus Cards:** K. Ponton has contacted *The Common Man*. A decision is expected in the next week.

3. **Other:** The Commission discussed G. Fisher's suggestion for a seasonal house tour as a fundraiser, with the homes decorated by local florists or others, possibly in the Fall or at Christmas. Consensus was this is a viable idea worth pursuing.

G. **NHPA Barn Tour Update:** K. Ponton shared information with the CHCDA this morning, including the possible dates of July 25 and August 1, 2020. Overall, they were very receptive and asked to be kept posted. B. Thomas is looking at the possibility of using the sanctuary at the Congregational Church, which seats 150 people, for the speaker presentation.

H. **Annual Update of Historic Resources Inventory:** One correction to the online map has been forwarded to CAI. Corrections and additions to the Inventory are due by March 31 each year so that they may be made at the time CAI does the annual map update for the Town.

I. **Strategies to Promote Local Historic Preservation: Notification Ordinance –** Postponed.

V. **New Business:** None.

VI. **Other Business:** The Lakes Region Heritage Commissioners will be meeting on Saturday, May 18th from 10am to noon at the Wolfeboro Train Station, 32 Central Avenue. D. Reilly, G. Fisher, R. Kipphut and K. Ponton are planning to attend.

VII. **Adjournment:** Motion by D. Reilly, seconded by G. Fisher to adjourn at 5:47pm. Passed unanimously.

Respectfully submitted,

Karen Ponton, Secretary
att (1)

Center Harbor Heritage Commission
Heritage Fund Report (4/11/19)

I. Town Appropriations

Appropriation 2015	\$ 500.00	(\$ 467.16)	
Appropriation 2016	\$15,000.00	(8,435.00)**	
Appropriation 2017	\$5,000.00	(5,208.32)***	
Appropriation 2018	\$5,000.00		
Appropriation 2019	\$5,000.00		
Appropriations Balance			<u>\$ 16,389.52</u>

II. Donations

2015 Donations	\$ 4,017.67	(\$ 4,119.74)*	
2016 Donations	6,437.12	(6,155.87)****	
2017 Donations	8,926.23	(3,650.00)TH*	
2018 Donations	8,821.87		
2019 Donations	165.00		
LCHIP	200.00		
Donation Jar	4.75		
\$ 28,572.64			<u>\$ 14,647.03</u>

III. Town House Rehab

IV. NHPA Building Conditions Grant (Library) 4,500.00 P

V. Heritage Fund Balance (I + II + III) \$ 35,536.55

VI. MVSB Account

2/28/19	Statement Balance	\$25,831.80
3/1-28	2 Deposits	<u>5,204.75</u>
3/28/19	Statement Balance	\$31,036.55

Reconciliation (V. + 4,500.00 P) \$ 35,536.55

*Notes: ** 2015-6 Town House Building Conditions Assessment less \$4,000 NHPA Grant
**** 2016 Town House Rehab Expenses-Phase 1A archaeology report, electrician & painting
 less \$10,000 Moose Plate Grant
***** 2017 Town House Rehab Expenses- porch repair & \$5,000 towards Phase 1B
 archaeology report & foundation work (to match \$21,155.87 LCHIP Grant)
****** 2017 Town House Rehab Expenses – towards foundation work less \$10,000 Moose Plate
 Grant (to match LCHIP Grant)
*TH** 2018 Town House Rehab Expenses – towards roof work less \$9,950 Moose Plate Grant
P Pending