

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 6/20/19-

May 16, 2019
Minutes

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: Chairperson David Reilly, David Hughes, Karen Ponton, Nancy Sapack, Ginny Fisher (alternate); Absent: Richard Hanson
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by G. Fisher that: The Minutes of April 18, 2019 be approved as written. Passed with D. Hughes and N. Sapack abstaining.
- III. **Order of Agenda & Additional Items:** No changes.

IV. Unfinished/Continuing Business

A. **Election of Chairperson, Secretary & Commission Alternate Vacancies:** Motion by G. Fisher, seconded by N. Sapack that: D. Reilly be appointed Chairperson. Passed unanimously. Motion by G. Fisher, seconded by N. Sapack that: K. Ponton be appointed Secretary. Passed unanimously. The Commission continues to seek residents to serve as alternates. D. Hughes suggested a post on the Facebook page. Additional names were identified. G. Fisher and K. Ponton will contact them.

B. Town House Rehab

1. **Lawn Repair:** The contractor has satisfactorily repaired lawn damage caused by heavy equipment at the Town House. He has been paid the \$1,000.00 that was withheld.
2. **Next Step:** K. Ponton is gathering estimates for the required electric work at the Town House. She met with a representative from NHEC onsite on April 24th. To contain costs, the representative recommended overhead service, rather than underground. It is not possible to locate the service entrance on the woodshed, as there is no access for an NHEC truck. Instead, it was planned for the southwest corner of the building, on the rear wall where it will be less visible. In addition, the representative recommended 100 amp service. He also marked the spot for a pole, to the right of the snowmobile trail entrance from the parking lot. The total cost to bring 100 amp service to the building is \$2,448.90 (overhead in excess of 100ft allowance and easement fee). Before the end of the month, K. Ponton expects to meet with Code Compliance Officer Ken Ballance and local electrician(s) to obtain an estimate(s) for installing the meter socket, related attachments and an electrical panel, plus wiring the interior, i.e. outlets, switches, etc. Alexandria Lamp Shop estimated rewiring the original ca.1930 light fixtures at \$50.00 each. Consensus of the Commission was to have the fixtures rewired rather than replaced with new.
3. **Moose Plate Grant Application:** K. Ponton reported that the Moose Plate Grant application is nearly finished. Pending are the estimates mentioned above, letters of support from the community and the required photographs.

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

The artifacts temporarily stored at the Historical Society have been returned to the Town House. The Commission expressed its appreciation to Road Agent Jeff Haines for providing transport. G. Fisher and K. Ponton sorted the artifacts earlier today and found:

- 1 spoon
- 1 tool
- 1 knife

- 2 old soda cans
- 3 tin cans
- 1 wood "fish" box
- 3 glass bottles
- 3 DAV chapter signs
- 1 DAV poster
- 2 novels
- 1 book by Barry Goldwater
- 1966 election bylaws
- 1 Radio-free Europe flier
- misc. fliers/notices
- 1 softball
- 1 key to left stage door
- 1 6-light window
- 1 chalkboard
- 1 picture frame (no picture)
- 3 school desks, partially intact
- several parts from school desks, including 3 wood seats, 3 cast iron 2-piece sets, 1 partial cast iron set, misc. wood pieces and 1 broken metal part.

Except for the DAV poster, paper artifacts are in archival sleeves. G. Fisher will research how to clean and store the poster. She also shared some ideas for how to display the artifacts, including a hanging track system that will not damage the ceiling molding or plaster walls, and possibly using the removable stage partitions.

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

E. **Library Building Conditions Assessment Grant Update:** A check for \$4,500.00, representing the NH Preservation Alliance grant award, has been sent to the Nichols Memorial Library Trustees. K. Ponton reported that the Trustees are already using the *Building Conditions Assessment Report* to plan for needed repairs and routine building maintenance.

F. Fundraising Plans

1. **Do Good Bonus Cards:** Once again, *The Common Man* has generously provided 120 *Do Good Bonus* cards (with an expiration date of December 31, 2019) for our annual fundraiser at Heath's. Commissioners volunteered, as follows:

- | | | |
|---------------------|-------------------|--|
| • Friday, June 21 | 10a-2p
2p-6p | N. Sapack & R. Hanson (?)
D. Hughes & R. Hanson |
| • Saturday, June 22 | 10a-2p
2p-5/6p | D. Hughes
D. Reilly & K. Ponton (?) |
| • Sunday, June 23 | 10a-2p | D. Hughes & G. Fisher |

Commissioners were reminded to wear their name badges and bring a lawn chair. D. Reilly will provide a card table. K. Ponton has the display. N. Sapack will pick up table, display and bonus cards at the June 20th Commission meeting and bring to Heath's. This fundraiser may also be an opportunity to recruit alternates.

2. **Town Band Concert Raffles:** The Selectmen approved the Commission's request to hold the raffles at the Town Band concerts again this summer. Parks & Recreation Director Sandy

Frost and Band Director Carlos Martinez are aware. Thus far, Commissioners have volunteered for:

- Thursday, July 4 R. Hanson, D. Reilly & K. Ponton
- Friday, July 12 D. Hughes
- Friday, July 19 TBA
- Friday, July 26 TBA
- Friday, August 2 TBA
- Friday, August 9 D. Hughes

3. **Other:** Discussion of possible future fundraisers, such as a house tour, restaurant event or car show postponed to July.

G. **NHPA Barn Tour Update:** Postponed to June.

H. **Strategies to Promote Local Historic Preservation - Notification Ordinance:** Postponed.

V. New Business

A. **NHPA Statewide Preservation Conference - Friday, May 31 9a-4/5pm in Littleton:**

Consensus was to cover the early bird registration fee of \$55 for any Commissioners attending and for M. Williams and R. Kipphut in appreciation of their work on the *Heritage Inventory and Online Map Project*.

B. **Lakes Region Heritage Commissioners Meeting - Saturday, May 18 10a-noon in Wolfeboro:** D. Reilly, G. Fisher and K. Ponton will attend.

VI. **Other Business:** D. Hughes will not be able to attend the July 18th Commission meeting.

VII. **Adjournment:** Motion by D. Hughes, seconded by N. Sapack to adjourn at 5:57pm. Passed unanimously.

Respectfully submitted,

Karen Ponton, Secretary
att (1)

**Center Harbor Heritage Commission
Heritage Fund Report (5/6/19)**

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)

NHPA Building Conditions Grant for Library	4,500.00
Grant Disbursement to Library	(4,500.00) P

V. Heritage Fund Balance (I + II + III)

\$ 31,036.55

VI. MVSB Account

3/28/19	Statement Balance	\$31,036.55	
4/1	Deposit	4,500.00	
4/30/19	Statement Balance	\$35,536.55	

Reconciliation (IV. - 4,500.00 P)

\$ 31,036.55

*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