

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 7/18/19-

June 20, 2019
Minutes

- I. **Call to Order:** Meeting called to order at 4:33pm. Present: Chairperson David Reilly, Richard Hanson, Karen Ponton, Nancy Sapack; Absent: David Hughes, Ginny Fisher (alternate); Guest: Ann Xavier
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by D. Reilly that: The Minutes of May 16, 2019 be approved as written. Passed with R. Hanson abstaining.
- III. **Order of Agenda & Additional Items:** No changes.

IV. Unfinished/Continuing Business

A. **Alternate Vacancies:** Ann Xavier expressed interest in serving on the Commission. Her name will be forwarded to the Board of Selectmen for appointment as an Alternate.

B. Town House Rehab

1. **Moose Plate Grant Application:** K. Ponton submitted the grant application for \$9,500.00 to the NHDHR. It would be used to install 100amp service, upgrade the electric (including rewiring, refinishing and reinstalling the existing, original light fixtures), and install emergency lighting, signage and smoke detection.
2. **Next Phase:** The Commission considered some tasks at the Town House that could possibly be addressed this summer using existing donations, such as interior painting (possibly by volunteers), installing small stones along the building's drip edge and flagstone pavers leading to the porch, or additional tree work to open up the site. Further discussion postponed to next meeting.
3. **Informational Meeting:** Consensus was to hold an information-sharing meeting with the public on Thursday, September 19 immediately following the monthly Commission meeting. Time to be determined. Lemonade, cookies and cupcakes were suggested for refreshments.
4. **Town House Flier:** K. Ponton shared a new, updated Town House flier to replace the rackcards printed in 2016. Fliers are available at the Town Hall and the Library, during the *Do Good Bonus Card* fundraiser and the 50/50 raffles, and will be posted around town.

C. **Heritage Fund Report:** The Commission reviewed the monthly *Fund Report* (see attached) and the MSVB bank statement for May. Motion by R. Hanson, seconded by N. Sapack: To reimburse K. Ponton \$156.21 for mileage, postage, promotional pens and supplies. Passed with K. Ponton abstaining.

D. Fundraising Plans

1. **Do Good Bonus Cards:** Schedule revised as follows:
 - Friday, June 21 10a-2p N. Sapack & K. Ponton (until 3pm)
 2p-6p D. Hughes
 - Saturday, June 22 10a-2p D. Hughes
 11a R. Kipphut
 ~1p-5/6p D. Reilly & R. Hanson
 - Sunday, June 23 10a-2p D. Hughes & G. Fisher

2. **Town Band Concert Raffles:** Schedule revised as follows:

- Thursday, July 4 R. Hanson, D. Reilly & K. Ponton
- Friday, July 12 D. Hughes
- Friday, July 19 TBA
- Friday, July 26 N. Sapack
- 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.

E. **Barn Survey Update & Flier:** Now that the weather has improved, Rick Kipphut will resume surveying local historic barns. He has an appointment with a barn owner this Saturday. K. Ponton handed out a barn survey flier she developed. Like the Town House flier, it is available at the Town Hall, the Library and during fundraising events.

F. **NHPA Barn Tour Update:** Awaiting additional details from NHPA Project Director Beverly Thomas.

H. **Strategies to Promote Local Historic Preservation**

1. **Notification Ordinance:** Postponed.

2. **Work with Planning Board:** The Commission discussed part of its original charge from the Selectmen in 2015 "...to work with the...Planning Board...and others to preserve, protect and enhance our historic and cultural resources. This may include...working with private property owners and reviewing development proposals..." D. Reilly, who serves on the Planning Board, will talk with chairperson Charley Hanson about how the Commission and the Planning Board might work together.

V. **New Business**

A. **Care/Display of Town House Artifacts:** Postponed to next meeting due to G.Fisher's absence.

B. **Heritage Inventory & Online Map Flier:** K. Ponton asked Commissioners to review a draft flier that explains how to use the online GIS heritage map, and to try following the steps outlined. Please forward any corrections to her before the next Commission meeting.

VI. **Other Business**

1. **NH Preservation Alliance Achievement Award:** The Commission was honored with a 2019 Preservation Achievement Award at the Statewide Preservation Conference held on May 31st. D. Reilly, G. Fisher, K. Ponton, R. Kipphut and Mae Williams attended. The Commission was especially surprised with a congratulatory Senate Resolution introduced by State Senator Bob Guida. Both the Award and the Resolution are framed and hanging in the Cary Mead Room.

2. **Lakes Region Heritage Commissioners Meeting:** D. Reilly, G. Fisher and K. Ponton briefly reported on this information-sharing meeting that they attended on May 18th.

VII. **Adjournment:** Motion by K. Ponton, seconded by N. Sapack to adjourn at 5:50pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

Center Harbor Heritage Commission

Heritage Fund Report (6/10/19)

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	<u>4.75</u>		
\$ 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

4/30/19	Statement Balance	\$35,536.55
5/31/19	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

VI. Operating Budget 2019
Expenses:

\$1,000.00
