

**Town of Center Harbor  
Heritage Commission Meeting**

**-Approved 9/19/19-**

**August 22, 2019**  
Minutes

- I. **Call to Order:** Meeting called to order at 4:31pm. Present: Chairperson David Reilly, Richard Hanson, David Hughes, Karen Ponton, Ginny Fisher (alternate-voting), Ann Xavier (alternate); Absent: Nancy Sapack; Members of the Public: Center Harbor residents Linda-Lee Scott Matthew Towle
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by D. Hughes that: The Minutes of July 18, 2019 be approved as written. Passed with R. Hanson and D. Hughes abstaining.
- III. **Order of Agenda & Additional Items:** No changes.

**IV. Unfinished/Continuing Business**

**A. Town House Rehab**

- 1. **Stone along Building Dripline:** Jenkins Building Services installed the fractured stone over landscape fabric along the dripline at the Town House earlier today and will finish by setting fieldstone pavers leading to the porch on Saturday. Motion by K. Ponton, seconded by G. Fisher: To authorize payment of \$750.00 from the Heritage Fund to Jenkins Building Services upon completion of the work. Passed unanimously.
- 2. **NHEC Easement & Installation Payment:** K. Ponton reported that the Selectmen signed the NHEC easement agreement for construction and maintenance of new electrical service for the Town House at last night's Select Board meeting. Motion by D. Hughes, seconded by R. Hanson: To authorize payment of \$2,448.90 from the Heritage Fund to NHEC for new service at the Town House. Passed unanimously. The Commission briefly revisited the proposed Town House Electrical Project. \$9,500.00 has been requested from the 2019 Moose Plate Grant program to help fund the estimated \$10,948.00 total cost. The Project includes: new 100amp service with utility pole, meter and electrical panel; upgrading the electric to commercial building code; installing floor outlets in Main Hall, rewiring, refinishing and reinstalling the original light fixtures with new period-appropriate glass shades; and installing emergency lighting, signage and smoke detection.
- 3. **Informational Meeting:** The Commission continued discussion of holding an information-sharing session with the public on Thursday, September 19. Consensus was to start the Commission meeting 30 minutes earlier at 4:00pm, immediately followed by the informational meeting at 5:00pm. R. Hanson suggested that the Planning and Zoning Boards, the Center Harbor Development Association (CHCDA), and others in the community be invited to attend, and that notice be posted on the reader board. D. Hughes suggested that the meeting include when and why the Commission was established, how the Town House rehabilitation is being funded, and the Commission's other projects, i.e. barn survey, historical resources inventory, online heritage map, and grants received for the Village Schoolhouse and the Nichols Library. G. Fisher offered to put together a slideshow. A. Xavier will arrange for light refreshments.
- 4. **Care/Display of Town House Artifacts:** G. Fisher identified the DAV poster as most in need of attention. It should be carefully cleaned and removed, if possible, from its cardboard backing before framing with archival materials. She will have additional information for the Commission's next meeting.

- B. **Heritage Fund Report:** The Commission reviewed the monthly *Fund Report* (see

attached) and the MSVB bank statement for July. The *Report* includes \$1,405.00 in donations that have been received and deposited since July 31<sup>st</sup>. In addition, a \$1,000.00 donation arrived in today's mail. Motion by D. Hughes, seconded by R. Hanson: To reimburse K. Ponton \$170.67 for envelopes and postage. Passed with K. Ponton abstaining.

#### C. Fundraising Plans

1. **Town Band Concert Raffles:** The 50/50 raffle at the July 19<sup>th</sup> Town Band concert raised \$225.00; the concert on July 26<sup>th</sup>, \$240.00; the August 2<sup>nd</sup> concert, \$305.00; and August 9<sup>th</sup>, \$265.00. This summer's six (6) raffles brought in a total of \$1,795.00. The Commission extends its great appreciation to the five (5) raffle winners who generously donated their winnings back to the Heritage Fund and to Town Band Director Carlos Martinez. It was also noted that many attendees at each concert spoke very favorably about the Center Harbor Town House rehabilitation project.
2. **Planning for 2020:** The Commission briefly discussed holding a contra-dance as a new fundraiser for 2020. G. Fisher knows a "caller," whom she will contact for additional information and report back at the Commission's September meeting. D. Hughes noted Tamworth has a contra-dance following, and suggested the Fire Station and the Masonic Lodge in Holderness as possible venues.

#### D. Barn Preservation Awareness

1. **NHPA Barn Tour 2020 Update:** After a drive-by of about 20 barn tour possibilities with K. Ponton and R. Kipphut on July 24<sup>th</sup>, NHPA Project Director Beverly Thomas reduced the list to 12. The next step is to contact the barn owners to see if they would talk with B. Thomas about participating. The goal is to have no more than 8 barns on the tour.
2. **Barn Survey Update:** Letters have been sent to 12 owners to ask if they would be interested in having their barns surveyed. Awaiting response.

E. **Commission Alternate/Volunteers:** L. Scott expressed her willingness to serve as an Alternate. Her name will be forwarded to the Selectmen for appointment at their next meeting. M. Towle is interested in the barn survey and possibly helping R. Kipphut. He is familiar with building restoration work, especially barns.

#### F. Strategies to Promote Local Historic Preservation

1. **Notification Ordinance:** Postponed.
2. **Work with Planning Board:** Postponed

#### V. New Business: None

- VI. **Other Business:** The Commission looked at several old photographs marked "Center Harbor" that had been given to D. Reilly. The photos are actually of the Kona Farm in Moultonborough, NH. A. Xavier offered to see if the current owner of the Kona Farm would be interested in having the photographs.

- VII. **Adjournment:** Motion by D. Hughes, seconded by K. Ponton to adjourn at 6:02pm. Passed unanimously.

Respectfully submitted,  
Karen Ponton, Secretary  
att (1)

# Center Harbor Heritage Commission

## Heritage Fund Report (8/19/19)

### 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

\$ 16,389.52

### 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	1,220.00	

500.00 P

250.00 P

100.00 P

100.00 P

100.00 P

100.00 P

50.00 P

50.00 P

50.00 P

50.00 P

30.00 P

25.00 P

LCHIP 200.00

Do Good Cards 1,200.00

Raffles 760.00

225.00

240.00

305.00 P

265.00 P

Donation Jar 111.75

\$ 34,134.64

\$ 20,209.03

### III. Town House Rehab

Target New England – Amount withheld for Lawn Repair (1,000.00)

### IV. Heritage Fund Balance (I + II + III)

\$ 35,598.55

### V. MVSB Account

6/28/19 Statement Balance \$31,333.55

7/8-30 8 Deposits 2,290.00

7/31/19 Statement Balance \$33,623.55

Reconciliation (+ 1,975.00 Pending Under II.)

\$ 35,598.55

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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

<u>Operating Budget 2019</u>	\$1,000.00
Expenses:	
NHPA Conference Registrations (4)	220.00
Reimburse K Ponton for Mileage, Pens, Postage & Grant Materials	156.21
Reimburse K Ponton for Printer Ink & Flier Display Holders	87.88
Balance:	<hr/> 535.91