

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 1/21/2021 -

November 19, 2020

Minutes

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: Ginny Fisher, Richard Hanson, Karen Ponton, Ann Xavier, Nancy Sapack (Alternate via speakerphone), Linda-Lee Scott (Alternate - voting); Absent: David Hughes
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by R. Hanson that: The Minutes of September 17, 2020 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** No changes.

IV. Unfinished/Continuing Business

A. **Resignation, Chairperson and New Commissioner:** K. Ponton reported that David Reilly is no longer able to serve on the Heritage Commission for health reasons. The Commissioners expressed their sincere appreciation for his devoted service on the Commission since its inception in 2015 and for his leadership as chairperson the past three years. The Board of Selectmen has appointed A. Xavier to fill D. Reilly's term, which will expire in 2022. By consensus, the Commission named D. Hughes as chairperson.

B. Town House Rehab

1. **Painting Project:** Volunteers finished painting the interior and window sills at the Town House, as well as cleaned the windows. M. Towle repaired the ceiling, and the Commission expressed its thanks. Motion by R. Hanson, seconded by G. Fisher: To authorize reimbursing the Town \$658.72 from the Heritage Fund for paint and materials purchased at Heath's for the Town House Painting Project. Passed unanimously. Total cost for the project was \$729.95.

2. **Reception for Selectmen and Town Hall Staff:** R. Hanson reported that the reception on September 30th at the Town House for the Selectmen and Town Hall staff was very well-received. The Selectmen, in particular, were very impressed by all the work that has been done to rehab this historic building, and recognized the Commission's efforts at their Board meeting later that evening.

3. **LCHIP Annual Documentation Report** – K. Ponton prepared and submitted the required *Annual Documentation Report* to LCHIP on October 2, 2020. Report is required until 2023.

4. **Plans for 2021:** The Commission discussed possible projects for the coming year, including refinishing the floor and refurbishing the window sashes. Both of these projects are recommended in the *Building Conditions Assessment* report. K. Ponton contacted Starck Historic Windows in New Hampton, which is listed on the NH Preservation Alliance Business Directory, and will arrange a site visit to estimate the cost of the work. This might be an appropriate project to request a Moose Plate Grant next year. Refinishing the floor could be funded from remaining donations for the Town House rehab.

C. **Town House Artifacts:** G. Fisher reported that she will contact M. Towle about building a plinth for the tabletop plexi-glass display case and possibly using the extra plexi-glass she has for another, vertical case. Molding hooks for wall displays have been purchased. She would like to have an exhibit of historic Town House photographs, if available. Long-time resident Duke Kline might be a resource; R. Hanson offered to get his phone number for G. Fisher.

D. Village School

1. **Roof:** The Village School Roof Project was awarded a 2020 Moose Plate Grant for \$9,900.00. The first disbursement (50%) has been received and deposited. The roof was replaced the week of November 2nd. The Commission expressed its appreciation to the Center Harbor Community Development Association, local businesses and former students for their generous donations to cover the balance of the roof replacement cost. Motion by G. Fisher, seconded by A. Xavier: To authorize paying \$15,445.00 from the Heritage Fund to DeSalvo Contracting for replacing the Village School roof. Passed unanimously. The chimney flashing will need to be mortared, weather-permitting, in the Spring.

2. **Roof Filial:** Prior damage to the roof filial was discovered by the roofing contractor. K. Ponton has the filial and will contact Bedard Restoration in Gilmanton about repairing it, as recommended by the NH Division of Historical Resources. The Selectmen were informed.

3. **Other Repairs:** The two rear doors of the Schoolhouse have been repaired so that they operate. The chimney is in need of repointing, if not a complete rebuild. This work is planned for Spring 2021. Replacing the front door with one that is historically appropriate and removing the aluminum siding from the privy shed addition and installing wood clapboards to match the existing are other needed repairs.

E. Heritage Fund Report & Request for Reimbursement: The Commission reviewed the monthly *Fund Reports* (attached) for October and November, and the MSVB statements for September and October. Motion by K. Ponton, seconded by L. Scott: To reimburse G. Fisher \$37.72 for framing supplies and hanging brackets. Passed with G. Fisher abstaining. Motion by R. Hanson, seconded by A. Xavier: To reimburse K. Ponton \$253.57 for postage, stationery, printer ink and miscellaneous supplies. Passed with K. Ponton abstaining.

F. Fundraising

1. **Do Good Bonus Cards:** Commissioners are encouraged to promote the cards as stocking-stuffers. The cards are available from K. Ponton.

2. **Annual Appeal/Letter to Donors:** The Annual Appeal was sent in early October and has generated \$2,455.00 in donations so far.

G. Heritage Inventory: Updates to the Heritage Inventory/GIS map that were submitted earlier this year to CAI are now online.

H. Historic Cemeteries in Center Harbor: The Selectmen discussed the damage to Morse Cemetery gravestones at their September 30th meeting. Those damaged during the 2018 blizzard have been repaired, but not others. Road Agent Jeff Haines may research the cost of additional repairs for the 2021 budget.

I. Other: Before she contacts *NH Chronicle*, N. Sapack asked if their visit would be better before or after the floors are refinished. Consensus was afterwards.

V. New Business

A. Annual Report: The Commission's annual report for the Town Annual Report will be due in early January.

B. Other: The Planning Board minutes of September 15th report that the 1820 Coe House is under contract for purchase. One of the investors attended the meeting and said they are interested in a mixed use of the property, possibly continuing the restaurant and adding a residential component. The investors are aware the Coe House is an historic property and

community landmark. During his 2021 proposed budget discussion with the Selectmen on November 18th, Road Agent Jeff Haines reported that the historic Hawkins Pond bridge will need significant repairs. (The dam is ca. 1792).

VI. Other Business: None.

VII. Adjournment: Motion by A. Xavier, seconded by G. Fisher to adjourn at 6:07pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (2)

Center Harbor Heritage Commission
Heritage Fund Report – October 2020
(10/10/2020)

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	(750.00) TH **	
Appropriation 2019	\$5,000.00	(995.60) TH ***	
Appropriation 2020	\$5,000.00		
Appropriations Balance			<u>\$ 19,643.92</u>

II. Donations

2015 Donations	\$ 4,017.67	(\$ 4,119.74)*	
2016 Donations	6,437.12	(7,155.87)****	
2017 Donations	8,926.23	(3,650.00) TH *	
2018 Donations	8,821.87		
2019 Donations	8,543.75		
2020 Donations	370.00		
	200.00		
	1,000.00		
LCHIP Incentive	200.00		
Donation Jar	<u>1.00</u>		
\$ 38,517.64			<u>\$ 23,592.03</u>

III. Town House Rehab

IV. Heritage Fund Balance (I + II) \$ 43,235.95

V. MVSB Account

08/31/2020	Statement Balance	\$42,035.95
09/29	Deposit	<u>1,200.00</u>
09/30/2020	Statement Balance	\$43,235.95

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 – roof work less \$9,950 Moose Plate Grant
TH** 2019 Town House Expenses – dripline stone & pavers
TH*** 2019 Town House Rehab Expenses – electrical work less \$9,500 Moose Plate Grant
P Pending

VI. Operating Budget 2020

\$1,000.00

Expenses:

NHPA Organizational Membership	(50.00)
Reimburse K. Ponton for ink	(125.96)
Reimburse K. Ponton for misc. supplies	(31.58)
Reimburse K. Ponton for thumbdrive	(8.99)
Reimburse K. Ponton for ink, paper & postage	<u>(108.71)</u>

Balance: 674.77

Center Harbor Heritage Commission

Heritage Fund Report – November 2020

(11/13/2020)

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	9,068.04	
	100.00 <i>P</i>	
	100.00 <i>P</i>	
	50.00 <i>P</i>	
	30.00 <i>P</i>	
	100.00 <i>P</i>	
	100.00 <i>P</i>	
LCHIP Incentive	200.00	
Donation Jar	<u>1.00</u>	
	\$ 48,065.68	

\$ 33,140.07

III. Town House Rehab

Moose Plate Grant – First Disbursement (50%)

\$ 4,950.00

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

\$ 57,733.99

V. MVSB Account

09/30/2020	Statement Balance	\$43,235.95
10/06-10/27	9 Deposits	<u>14,018.04</u>
10/30/2020	Statement Balance	\$57,253.99
	Reconciliation (+ \$480.00 Pending Under II)	

\$ 57,733.99

Notes: * 2015-6 Town House Building Conditions Assessment less \$4,000 NHPA Grant

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