

**Town of Center Harbor  
Heritage Commission Meeting**

**-Approved 3/18/21-**

**February 11, 2021**

Minutes

- I. **Call to Order:** Meeting called to order at 4:35pm. Present: Chairperson David Hughes, Richard Hanson, Karen Ponton, Ann Xavier, Linda-Lee Scott (Alternate); Rachel Xavier (Alternate); Absent: Ginny Fisher, Nancy Sapack (Alternate)
- II. **Approval of Minutes:** Motion by D. Hughes, seconded by K. Ponton that: The Minutes of January 21, 2021 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** An update about two (2) barns was added to *Item F*.
- IV. **Unfinished/Continuing Business**
  - A. **Town Meeting:** R. Hanson reported the Selectmen voted to recommend that the warrant article for \$2,500.00 to the Heritage Fund be approved at Town Meeting. Commission members were encouraged to attend the Meeting on Wednesday, March 10 at 7:00pm in the Fire Station.
  - B. **Town House Rehab**
    1. **Refinishing Floor:** K. Ponton and A. Xavier met last week with Jeff Yeaton, owner of Mr. Sandless East New Hampshire, at the Town House about refinishing its floor. Unfortunately, the sandless process cannot be used on the existing finish. A. Xavier and R. Xavier offered to contact local flooring companies for estimates to sand and refinish the floor.
    2. **Windows:** The Commission continued its discussion about refurbishing the window sashes, as recommended in the *Building Conditions Assessment Report*. Estimates from Starck Historic Windows, Inc. for reglazing, window weights, storms, screens and weatherstripping were reviewed. (See also *Item E. below*).
  - C. **Town House Artifacts:** Postponed.
  - D. **Village School**
    1. **Roof Filial Repair:** Pending.
    2. **Chimney Repair:** Mason Dave Cutter needs to be contacted in the Spring.
    3. **Life Safety Recommendations:** The Selectmen will be asked to address these recommendations from the *Building Conditions Assessment Report* during 2021.
    4. **Insulation:** K. Ponton asked the Energy Committee to consider adding attic insulation to the Village School as a Committee project. Adding attic insulation was recommended in the *Building Conditions Assessment Report*. The Committee declined, citing the cost not being worth the benefit in terms of energy savings. Several Commission members mentioned that the building is heated during the historical society's early Spring and Fall meetings, that insulation will extend the life to the new roof (especially on the south-facing planes), and that keeping humidity down in the building will help preserve the artifacts displayed there, as well as the interior fabric of the structure. The Commission may refer this repair to the Board of Selectmen at a later time.
  - E. **Next Grant Application Project:** The Commission discussed projects at both the Town House and the Village School that might be appropriate for funding through a Moose Plate Grant this year. (Work to address moisture mitigation issues at the Library is temporarily on hold). After much discussion, consensus was to apply for a 2021 Moose Plate Grant to fund refurbishing of the Town House windows, including weight chains, reglazing, and storm

windows. K. Ponton will submit the *Letter of Intent to Apply*. In the event the application is denied, consensus was to only reglaze the windows and replace weight chains, using existing funds and donations. The Commission also agreed to consider repairs to the foundation of the Village School for next year, and possibly funding this work through a combination of grants (for example, Moose Plate and LCHIP grants) and donations.

**F. Heritage Fund Report & Request for Reimbursement:** The Commission reviewed the monthly *Fund Report* (attached) for January. Bank statements will be reviewed at the next meeting.

**G. Fundraising 2021:** The Commission discussed some initial plans for fundraising this year. The pandemic will no doubt continue to impact our fundraising efforts. R. Hanson reported that it is not yet known whether the Town Band concerts will be held this summer; in the interim, the 50/50 raffles are on hold. Heath's did not permit community groups to use the outside of the store last summer due to COVID, and the Commission still has *Do Good Bonus Cards* available. Use of Heath's this year is uncertain. R. Xavier offered to post information about the *Bonus* cards on her Facebook page, which reaches a large audience. The annual appeal letter will be sent, as usual.

**H. Historic Properties in Center Harbor**

1. **Cemeteries:** A line item will be proposed for cemetery repairs at Town Meeting, instead of an expendable trust fund.
2. **Barns:** The ca.1880s Holtzman barn is in the process of being restored, with the exterior walls back in place. Rotten/damaged siding on the ca.1950s formerly Aaron Smith/Whalen barn was recently repaired.

**I. NH Preservation Alliance Barn Tour:** The NHPA is tentatively planning the barn tour for Saturday, September 18, 2021, but it all depends on the pandemic.

**V. New Business**

A. **New Alternate:** R. Xavier was welcomed to the Commission. Her term expires in 2024.

B. **Expiring Term:** D. Hughes' term on the Commission will expire at Town Meeting in March. He agreed to be appointed to another term.

C. **Other:** None.

**VI. Other Business:** None.

**VII. Adjournment:** Motion by R. Hanson, seconded by L. Scott to adjourn at 5:54pm. Passed unanimously.

Respectfully submitted,  
Karen Ponton, Secretary  
att (1)

**Center Harbor Heritage Commission**  
**Heritage Fund Report – January 2021**  
(2/8/2021)

I. <u>Balance on December 31, 2020</u>			<u>\$ 47,105.27</u>
II. <u>Donations &amp; Fundraising</u>			
III. <u>Town House Rehab</u>			
IV. <u>Village School</u>			
V. <u>Heritage Fund Balance</u>			<u>\$ 47,105.27</u>
VI. <u>MVSB Account</u>			
12/31/2020	Statement Balance	\$47,105.27	
1/29/2021	Statement Balance	\$47,105.27	<u>\$ 47,105.27</u>
VI. <u>Operating Budget 2021</u>			\$1,000.00 Requested