

**Town of Center Harbor  
Heritage Commission Meeting**

**-Approved 5/16/2022-**

**April 21, 2022**  
Minutes

- I. **Call to Order:** Meeting called to order at 4:33pm. Present: Chairperson Ginny Fisher, Dave Hughes, Karen Ponton, Harry Viens, Ann Xavier, Nancy Sapack (Alternate); Member of the Public: Energy Committee Chairperson Carol Sullivan (until 5:25pm); Absent: Linda-Lee Scott (Alternate), Rachel Xavier (Alternate).
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by A. Xavier that: The Minutes of February 17, 2022 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** G. Fisher welcomed C. Sullivan.

**IV. Unfinished/Continuing Business**

A. **Town Meeting 2022:** The Commission expressed its appreciation to the residents of Center Harbor for appropriating \$5,000.00 to the Heritage Fund.

B. **Town House Rehab**

1. **Windows Update:** Bill Stark continues to work on the storm windows offsite at his shop. In the next week or so, he will be removing two or three sashes at a time from the building to bring to the shop. Openings will be covered temporarily with plywood.

2. **Mini-split Proposal:** The Commission reviewed an estimate to install a mini-split air conditioning/heating system at the Town House, as recommended in the *Building Conditions Assessment Report* as the next step in the rehab. NHEC offers a \$915.00 rebate on the proposed system, and the electrician said it could be installed by mid-July. The pros and cons of installation at this point in the Town House rehab were considered. A. Xavier thought the limited use of the building may not justify the cost; and that providing better parking was of higher priority. She offered to speak with an excavation contractor she knows about parking lot options for the property. In the meantime to improve visibility, the Commission was supportive of installing a split-rail fence to direct cars to exit the existing parking area farther up the hill. Other Commissioners felt that a mini-split would increase use of the Town House as it would make the building more comfortable in the summer, extend its seasonal use into the cooler months of early Spring and late Fall, and lessen traffic noise. C. Sullivan reported the Energy Committee discussed energy-related projects that the Selectmen had submitted to them for consideration at their April 18<sup>th</sup> meeting, including a mini-split for the Town House. The Energy Committee was in support and recommended the 2-condenser system be installed, as it would be more efficient than one condenser at the same cost. Motion by D. Hughes, seconded by A. Xavier: To recommend to the Board of Selectmen that the proposal from EcoLectric LLC to install a minisplit system at the Town House be approved. Passed unanimously. The cost would be funded with donations. H. Viens will put on Selectmen's agenda for their May 4<sup>th</sup> meeting.

3. **Town House Parking & Driveway Alternative:** (See discussion under Item B.2 above). Additional information will be sought, including the possible need for a curb cut and NHDOT permission (since Waukegan Road is a State road), soil conditions, and proximity to wetlands. G. Fisher offered to talk with Janet Hooper regarding soil and wetlands.

4. **Open House:** Consensus of the Commission was to hold an "open house" at the Town House for the public sometime during the July 4<sup>th</sup> holiday to showcase the building. Installation of the mini-split system should be completed by then. Planning will continue at the May meeting.

C. **Town House Artifacts:** G. Fisher is planning on resuming work on the display in the next couple of weeks. A. Xavier will help.

D. **Historic Town Cemeteries: Lakeview Cemetery:** The Commission expressed its appreciation to Mae Williams for preparing the nomination for listing Lakeview Cemetery on the State Register of Historic Places. H. Viens reported plans are proceeding to restore the cemetery in accordance with Secretary of the Interior Standards. K. Ponton will forward him the relevant *Preservation Brief* and the names of contacts at the NH Division of Historical Resources and the NH Preservation Alliance.

E. **Historical Inventory/GIS Update:** Information on Lake View Cemetery and a demolished barn has been forwarded to CAI for updating the Heritage Map layer on the GIS Town maps.

F. **Heritage Fund Report:** The Commission reviewed the *Fund Report* for this month (attached) and the MVSb bank statement for March 2022.

G. **Fundraising for 2022:** Town Band Concert dates are: Monday, July 4 and Fridays July 8, 15, 22, 29 and August 5. A. Xavier asked Commission members to check their schedules and sign up to help her with the raffles. So far, D. Hughes is available for July 15. K. Ponton is waiting to hear back from The Common Man about *Do Good Bonus Cards*. She scheduled Friday, July 8 through Sunday, July 10 with Heath's Grocery. Consensus was to postpone consideration of a contradance fundraiser until next year.

H. **Koss Construction Harbor Landing Subdivision:** H. Viens provided an update.

## V. New Business

A. **Appointment of Chairperson and Secretary:** Motion by A. Xavier, seconded by K. Ponton: To appoint G. Fisher as Chairperson. Passed unanimously. Motion by A. Xavier, seconded by D. Hughes: To appoint K. Ponton as Secretary. Passed unanimously.

B. **NH Preservation Alliance:** NHPA is tentatively interested in resurrecting a Center Harbor Barn Tour for Fall 2023. The Moultonborough Heritage Commission is planning their barn tour for this June. Motion by K. Ponton, seconded by G. Fisher: To renew the Commission's annual membership in the NHPA for \$50.00. Passed unanimously.

C. **Meeting of Lakes Region Heritage Commissioners:** There is some interest among the area Commissioners in resuming these meetings this summer. K. Ponton may have additional information at the Commission's next meeting.

D. **Folding Table(s) for Meetings at Town House:** The Commission briefly discussed buying one or two folding tables to use during meetings at the Town House. G. Fisher will check second-hand furniture stores.

E. **Heirloom Lilac Bushes at Village Schoolhouse:** K. Ponton reported that M. Criasia contacted her regarding the possible removal of the lilac bushes at the Village Schoolhouse, which she believes should be preserved as the lilacs are part of the historic character of the property. Consensus was that the lilacs should not be removed. H. Viens reported that the Selectmen approved having the bushes pruned and fertilized.

## VI. Other Business

A. **Announcements:** Annual Town Roadside Cleanup is this week. Selectmen's Reception for Volunteers is Wednesday, April 27 at 5:00pm at Gusto Cafe.

B. **2022-23 Meeting Schedule:** Given time constraints, discussion postponed to next meeting.

VII. **Adjournment:** Motion by K. Ponton, seconded by H. Viens to adjourn at 5:45pm. Passed unanimously.

Respectfully submitted,  
Karen Ponton, Secretary  
att (1)

**Town of Center Harbor  
Heritage Commission**

**Heritage Fund Report – March 31, 2022**  
(4/4/2022)

I. <u>Balance on January 31, 2022</u>			<u>\$ 51,430.27</u>
II. <u>Donations, Fundraising &amp; Grants</u>			
III. <u>Town House Rehab</u>			
Starck Historic Windows	\$ 8,000.00	P	<u>(8,000.00)</u>
(First payment)			
IV. <u>Heritage Fund Balance</u>			<u>\$ 43,430.27</u>
V. <u>MVSB Account</u>			
2/28/2022	Statement Balance	\$51,430.27	
3/31/2022	Statement Balance	\$51,430.27	
Reconciliation (-8,000.00 under IV above)			<u>\$43,430.27</u>

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*Notes: P = Pending*