

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 7/18/2022-

June 20, 2022

Minutes

- I. **Call to Order:** Meeting called to order at 4:31pm. Present: Chairperson Ginny Fisher, Dave Hughes, Karen Ponton, Ann Xavier, Linda-Lee Scott (Alternate-voting); Absent: Harry Viens, Nancy Sapack (Alternate), Rachel Xavier (Alternate).
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by A. Xavier that: The Minutes of May 16, 2022 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** No changes or additions.

IV. Unfinished/Continuing Business

A. **Fundraising for 2022:** Commission members confirmed dates they can help A. Xavier with the 50/50 raffle ticket sales at the Town Band Concerts.

- Monday, July 4: D. Hughes
- Friday, July 8: Possibly G. Fisher
- Friday, July 15: D. Hughes
- Friday, July 22: G. Fisher
- Friday, July 29: TBA
- Friday, August 5: G. Fisher.

A. Xavier will check with H. Viens and N. Sapack. K. Ponton and D. Hughes will be at Heath's on Friday, July 8 from 11am-3pm to sell the *Do Good Bonus Cards*. R. Xavier still plans to sell the *Cards* on her Facebook page.

B. Town House Rehab

1. **Windows Update:** Installation of the storms/screens should be completed by the end of this month.

2. **Open House:** The Commission finalized plans for the "open house" at the Town House on July 17th from noon until 2:00pm. D. Hughes will notify Chief Chase and coordinate parking, including setting up cones to direct cars to exit farther up Route 3, near the tree line. He will also check on borrowing a table from Town Hall and cost of a port-a-john. G. Fisher will provide a crock for water or lemonade, request use of the reader board outside Town Hall, provide a tablecloth(s), and check on a banner promoting the event. A. Xavier offered cookies and another tablecloth. K. Ponton will make a sign about the open house for the 50/50 raffle table.

3. **Mini-split Proposal:** Tentative dates for installation are June 29-30th.

4. **Town House Parking & Driveway Alternative:** A. Xavier will follow-up with a contractor about a plan/survey/"engineering plan" for a possible parking lot on the lower lawn. D. Hughes reported he spoke with Road Agent Jeff Haines, who is supportive of relocating the parking lot so cars can exit onto Waukegan Road. J. Haines also suggested a berm with a fence behind it for the existing parking lot. Once there is an engineering plan, the proposed lot will be discussed with the Selectmen before proceeding further. A warrant article may be needed at the 2023 Town Meeting to fund the project.

5. **Folding Tables:** Two (2) 6-foot long folding tables have been purchased for the Town House. Awaiting delivery. Consensus was to let the Library borrow the tables for their July 4th Book Sale.

6. **LCHIP Site Visit:** LCHIP has scheduled their final site visit of the Town House for Tuesday, June 28th.

C. **Town House Artifacts:** G. Fisher and A. Xavier hung the DAV poster. The display case is

finished. G. Fisher will find out if any photos of the Town House might be in the safe at Town Hall. K. Ponton will forward her the Town House class photo from 1944 that includes Penny Pitou for display.

D. Historic Town Cemeteries: Lakeview Cemetery: K. Ponton sent the Selectmen an email regarding the Commission's offer to purchase a NH Register of Historic Places medallion for the cemetery on May 29th. She has not heard back whether they accepted the Commission's offer, and their minutes of June 6 are not clear.

E. Heirloom Lilacs at Village Schoolhouse: The lilacs have been pruned and fertilized. Anecdotal conversation with former students and old photographs indicate the lilacs were planted sometime in the 1950s.

F. Historical Inventory/GIS Update: The update of the Town GIS maps by CAI is in process.

G. Heritage Fund Report: The Commission reviewed the monthly *Fund Report* (attached) and the MVSb bank statement for May 2022.

H. Koss Construction Harbor Landing Subdivision: Postponed to next meeting.

V. New Business

A. Meeting of Lakes Region Heritage Commissioners: There is no date yet.

B. Nichols Memorial Library Roof: A. Xavier updated the Commission on planned repairs to the Library roof. The Selectmen approved the repairs, but the work has not yet started.

C. Other: K. Ponton suggested a couple of native perennials, such as black eyed-susans, be planted at the Town House under the front window. The Commission was supportive of the idea. G. Fisher will request permission from the Selectmen.

VI. Other Business: None.

VII. Adjournment: Motion by K. Ponton, seconded by D. Hughes to adjourn at 5:31pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

**Town of Center Harbor
Heritage Commission**

Heritage Fund Report – May 31, 2022
(6/7/2022)

I. <u>Balance on January 31, 2022</u>			<u>\$ 51,430.27</u>
II. <u>Donations, Fundraising & Grants</u>			
Bonus Cards	\$ 40.00		
LCHIP Incentive Payment	\$250.00		<u>290.00</u>
III. <u>Town House Rehab</u>			
Starck Historic Windows (First payment)	\$ 8,000.00 P		<u>(8,000.00)</u>
IV. <u>Heritage Fund Balance</u>			<u>\$ 43,720.27</u>
V. <u>MVSB Account</u>			
4/29/2022 Statement Balance		\$51,680.27	
5/25/2022 Deposit		40.00	
5/31/2022 Statement Balance		\$51,720.27	
Reconciliation (-\$8,000.00 under IV above)			<u>\$43,720.27</u>
VI. <u>Operating Budget 2021</u>			\$1,000.00
NHPA Annual Dues			(50.00)
Reimburse K. Ponton for Ink Balance			<u>(67.77)</u> 882.23

Notes: P = Pending