

**Town of Center Harbor
Heritage Commission
April 9, 2015
Meeting Minutes**

I. **Call to Order:** Meeting called to order at 4:35pm. Present: Kim Baker, Karen Ponton, Dave Reilly, Harry Viens (in absence of R. Hanson). Absent: Richard Hanson with notification, Roland Garland.

II. **Official Appointments:** K. Baker, R. Hanson, R. Garland, K. Ponton and D. Reilly were officially commissioned by the Center Harbor Town Selectmen on April 1, 2015. All have been sworn. H. Viens will deliver K. Ponton's and D. Reilly's paperwork to Robin Woodaman, Selectmen's Administrative Assistant.

III. **Old Business:** None

IV. **New Business:**

A. **Appointment of Officers:** Motion by D. Reilly, seconded by H. Viens that: Kim Baker be appointed Chairperson. Passed unanimously. Motion by K. Baker, seconded by D. Reilly that: Karen Ponton be appointed Secretary. Passed unanimously. It was noted that liaison(s) to other committees or organizations may need to be appointed in the future.

B. **Drafting and Approval of Commission Mission Statement:** K. Baker presented a draft mission statement for the Commission's review, as follows:

The Center Harbor Heritage Commission, under the umbrella of the Town Select Board, strengthens and stimulates local economies by recognizing the use and protection of resources. This includes tangible or intangible, primarily man-made, that are valued for their historic, cultural, aesthetic or community significance within their natural, built or cultural contexts by encouraging the protection and revival of historic buildings and places.

After much discussion and revision, K. Ponton motioned, seconded by K. Baker that: the revised mission statement be approved as follows:

The Center Harbor Heritage Commission, under the umbrella of the Town Select Board, strengthens and stimulates the local economy by recognizing the use and protection of resources and by encouraging the preservation and revival of historic buildings, structures and places. This includes tangible or intangible, primarily man-made, that are valued for their historic, cultural, aesthetic or community

significance within their natural, built or cultural contexts. Passed unanimously.

C. Community Involvement:

1. **Website, linked to the Town of Center Harbor site:** K. Baker will send photos of the Old Town House, including some of needed repairs, building rot, and Boy Scouts helping out, to R. Woodaman for inclusion on the Town website. H. Viens reported that there will be a link on the left-hand side of the Town website to the Heritage Commission's webpage and suggested that the Commission develop a framework for what the page would include. K. Baker will draft an outline for the next meeting.

2. **Historic Preservation Alliance Membership:** Motion by K. Ponton, seconded by D. Reilly that: the Commission become a member of the NH Preservation Alliance (NHPA) and that we expend the amount of \$50.00 for organizational membership. Passed unanimously. K. Baker will complete the membership application and give it to R. Woodaman with a copy of these minutes for processing.

3. **Other Liaison Memberships:** Postponed to next meeting so that we can get input from R. Garland, who is also the Historical Society president.

D. Building Maintenance: Old Town House

Commission discussed immediate problem of "hanging chimney" and inability to access building due to safety concerns as a result. H. Viens will ask Select Board at their next meeting (April 15) to direct Ken Ballance, Code Enforcement Officer, to work with K. Baker to resolve this matter. There should be funds available in the Town Buildings Repairs and Maintenance Expendable Trust Fund to get the chimney stabilized.

Vandalism, including several broken windows that will be very costly to replace, is an ongoing concern. Commission discussed security needs, i.e. exterior lights, motion detectors, police patrol. K. Baker will meet with Police Chief Mark Chase and Fire Chief Leon Manville to ask their recommendations for securing the building, including affordable options, and report back at the next Commission meeting.

E. Old Town House Master Plan

1. **NHPA Technical Assistance Grant ("Mini-grant")/NH Land and Community Heritage Investment Program (LCHIP):** Commission briefly discussed seeking a "mini-grant" for a consultant to help us develop a comprehensive, step-by-step rehabilitation/preservation plan for the Old Town House. K. Baker shared that the interior of the building is in its

original state and substantially intact. Due to meeting time constraints, further discussion of NHPA/LCHIP grant funding was postponed until the Commission's next meeting.

2. Other Available Grants: Postponed.

F. Meetings Dates for 2015: Next meeting will be Thursday, May 14 at 4:30pm. Commission will establish remainder of meeting calendar then.

G. Other Business:

1. Historical and Cultural Resources Inventory: H. Viens reminded the Commission of the Select Board's charge: "to develop and maintain an inventory of the Town's cultural assets and resources." A first step ^Would be reviewing and updating the Historical Resources Inventory contained in the Town Master Plan. D. Reilly will review this section of the Master Plan and report back at the next Commission meeting. The Commission suggested some possible additions, including the Center Harbor Band, the gazebo, cellar holes, original stone walls, the old Grange building, the Gilnockie arch, and stone pillars on Center Harbor Neck Road.

Anthropologist/historian Dan Heyduk and town resident Barry Borella were mentioned as possibly helpful to the Commission in identifying additional resources. The Commission understands that some resources may be in private ownership, but it has no intent of recommending that the Town create an historic district at this time.

2. Community Involvement: K. Ponton will contact Erin Plummer, editor of *The Meredith News*, about publicizing the newly-appointed Heritage Commission and involving the community in its work.

3. May 2, 2015 Annual Spring Planning & Zoning Conference in Concord, NH: D. Reilly will be going and he plans on attending the breakout session on "Basics for the Historic Districts and Heritage Commissions." He will report back to the Commission on the session and share information he has learned.

V. Adjournment: Motion by K. Baker, seconded by Harry Viens to adjourn at 5:35pm. Passed unanimously.

Respectfully submitted,

Karen S. Ponton
Secretary