

Center Harbor
Heritage Commission
8.7.16 Special Meeting Minutes

- I. 8:01 Call to Order. Members present: Chairperson Kim Baker, Alternate Nancy Sapack, Member Dave Reilly. Absent: Secretary Karen Ponton, Member Roland Garland, Member Richard Hanson.
- II. Order of Agenda Reviewed.
- III. Unfinished Business:
 - A. The painting firm Target New England, Historical Restoration has requested a 50% deposit in the amount of \$8,570.00 to begin work on the Town House exterior painting project. There was an open discussion on releasing 50% of the funds to Target New England to begin work on the Town House. Dave Reilly had concerns that 50% of funds seemed excessive as a deposit. Concerns were raised that due diligence in spending of public funds was needed. Kim Baker suggested that a tiered structure for payment of work rendered would be in the best interest of this project. Discussion ensued that most contractors worked with smaller deposit amounts, or a tiered structure payment plan. Dave Reilly commented that withholding a more substantial amount for satisfactory conclusion of the contracted job encouraged completion of work contracted. Nancy Sapack made a motion to release \$3,500.00 in funds to Target New England as a deposit for painting supplies. Another \$5,070.00 will be released at the halfway point in the contracted job, per approval from the Heritage Commission. The Remainder of the monies in the amount of \$8,570.00 will be released upon satisfactory conclusion of work authorized and contracted by the Heritage Commission for the exterior painting of the Center Harbor Town House. Dave Reilly seconded the motion. The motion passed unanimously.
 - B. Discussion was had on the color of the trim work. The group agreed that the recommendation from the Heritage Commission will be to retain the original trim color of dark green around windows. Kim Baker will contact Target New England with this request.
- IV. Dave Reilly made a motion to adjourn the meeting. Nancy Sapack seconded the motion. The meeting was adjourned at 8:35.

Respectfully Submitted,
Kimberly Baker, Chair