

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 6/21/18-

**May 17, 2018
Minutes**

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: Chairperson David Reilly, Roland Garland, David Hughes, Karen Ponton, Virginia Fisher (alternate), Nancy Sapack (alternate); Guest: Mae Williams; Absent: Richard Hanson,
- II. **Approval of Minutes:** Motion by V. Fisher, seconded by R. Garland that: The Minutes of April 19, 2018 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** No changes.
- IV. **Unfinished/Continuing Business**
 - A. **Historical Resources Inventory**
 1. **NHDHS Grant Project:** M. Williams reported that the *Survey Report* is, for the most part, finished. She is awaiting additional feedback and comments from NHDHR, and she will then revise it, as needed, before submitting the final version to NHDHR by June 1st. The Grant expires June 30, 2018. Barn survey forms will not be included, but rather, added to the pdfs for the GIS historical resources map overlay.
 2. **GIS Mapping:** Postponed to June.
 - B. **Town House Rehab**
 1. **Roof RFP:** The Commission continued its discussion of the 6 bids that were received and opened at its April meeting. D. Reilly and K. Ponton reported on their April 25th meeting with Code Compliance Officer K. Ballance to review them. After much discussion, motion by R. Garland, seconded by V. Fisher: To award the contract for the Town House Roof Project to Avatar Construction for \$9,988.00. Passed unanimously. Start date will be after receiving notice of the 2018 Moose Plate Grant awards, and it anticipated to be after September 15, 2018. K. Ponton will send out letters notifying bid submitters of the Commission's decision.
 2. **2018 Mooseplate Grant Application:** K. Ponton has almost finished the \$10,000 Moose Plate Grant application for the Town House Roof Project, which she will hand-deliver to NHDHR by the end of the month. She expressed appreciation to those who wrote letters of support for the application.
 3. **Plans for Interior - Informational Meeting with the Public and "Work session" with K. Ballance on Building Conditions Report.** Postponed to Fall 2018.
 - C. **Heritage Fund:** The Commission reviewed the *Fund Report* for May (see attached) and MSVB bank statement for April.
 - D. **Continued Discussion of Fundraising Plans**
 1. **Do Good Bonus Cards:** The Common Man Family of Restaurants will again generously provide 120 cards; expiration date will be July 23, 2018. Consensus was to staff the Town House display at Heath's Supermarket from 2-6pm on Friday, June 22nd, 9a-2p on Saturday, June 23rd, and, if needed, 10a-2p on Sunday, June 24th. D. Reilly and V. Fisher volunteered for Friday and Saturday; D. Hughes for Sunday. N. Sapack will be out of town, but offered to take some cards to sell.
 2. **Raffles at Town Band Summer Concerts:** The Selectmen approved the Commission's request to hold the 50/50 raffles again this summer. After discussion, consensus was to hold the raffles at just the six Town Band concerts in July and August, rather than include the three Guest Band concerts. All concerts begin at 7pm.

- Wednesday, July 4th G. Fisher
- Friday, July 13th TBD
- Friday, July 20th D. Hughes, N. Sapack
- Friday, July 27th Nancy Sapack
- Friday, August 3rd Nancy Sapack
- Friday, August 10th Nancy Sapack

It is preferable to have at least 2 persons for each concert, as most donations in the past were from obtained by walking among the crowd.

3. Possible Special Event - Sunday, August 19 from 2-4:00pm: D. Hughes reported that the Fire Department will lend the Commission two tent canopies, that he is pursuing the donation of a handicap-accessible port-o-potty, and that he will be talking with Police Chief Chase about parking. V. Fisher is organizing the tours. K. Ponton has the list of donors to invite. K. Ponton reiterated that Code Compliance Officer K. Ballance needs to be kept in the loop. Continued discussion postponed to next meeting.

E. Strategies to Promote Historic Preservation: Commission members began to review information about RSA 79-D (historic barns), RSA 79-E (historic downtown or village buildings), Laconia's demolition ordinance, and RSA 26-289 (abandoned burial grounds) that was distributed at the last meeting. Considerable interest was expressed in possibly pursuing a demolition ordinance for historic buildings. R. Garland raised the issue of what could be done to preserve historic acreage, such as the land surrounding the former Tufts Estate or other large tracts of land with historic value. This might be within the scope of the Planning Board or land conservation boards or organizations, such as the Conservation Commission or the Lakes Region Conservation Trust. Due to time constraints, further discussion postponed to next meeting.

F. Library Update: K. Ponton reported that the Library Trustees are gathering additional information before deciding on whether to pursue a NH Preservation Alliance Grant for a *Building Conditions Assessment* of the Nichols Library.

G. Barn Survey Project: Postponed to June.

V. New Business:

1. **Meredith Historical Society:** At their request, K. Ponton met with President Karen Thorndike and Board member John Hopper to share information about pursuing grants to help fund preservation of the Ladd Block, which houses their Historical Society, and their Farm Museum on Winona Road, which is listed on the NH State Register of Historic Places.
2. **Meeting of Lakes Region Heritage Commissions:** Center Harbor will be hosting a meeting of Heritage Commissions in the Lakes Region on Saturday, May 19th 10a-noon in the Cary Mead Room. All are invited; D. Reilly and K. Ponton plan to attend.

VI. Other Business: R. Garland reported that he noticed large machine tracks in the lawn near the split rail fence at the Town House. He will check with Road Agent Jeff Haines about this.

VII. Adjournment: Motion by V. Fisher, seconded by R. Garland to adjourn at 6:28pm. Passed unanimously.

Respectfully submitted,

Karen Ponton
Secretary

atts(1)

Center Harbor Heritage Commission

Heritage Fund Summary Report (5/12/18)

I. Town Appropriations

Appropriation 2015	\$ 500.00	(\$467.16)
Appropriation 2016	\$15,000.00	(8,435.00)*
Appropriation 2017	\$5,000.00	(5,208.32)***
Appropriation 2018	\$5,000.00	

Appropriations Balance

\$ 11,389.52

II. Donations

2015 Donations	\$ 4,017.67	(\$ 4,119.74)**
2016 Donations	6,437.12	
2017 Donations	8,926.23	
2018 Donations	<u>930.60</u>	(\$ 6,155.87)****
	\$ 20,311.62	

\$ 10,036.01

III. Town House Rehab

IV. Heritage Fund Balance (I + II + III)

\$ 21,425.53

V. MVSB Account

3/30/18	Statement Balance	<u>\$21,425.53</u>
4/30/18	Statement Balance	\$21,425.53

VI. Operating Budget 2018

\$1,000.00

Expenses:

Reimburse K. Ponton for Paper &
Printer Ink (68.85)

Reimburse K. Ponton for Grant Report
Photos & Materials (41.46)

Balance: \$ 889.69

Notes: * 2016 Town House Rehab Expenses-Phase 1A archaeology report, electrician & painting less \$10,000 Moose Plate Grant

** 2015-6 Town House Building Conditions Assessment less \$4,000 NHPA Grant

*** 2017 Town House Rehab Expenses- porch repair & \$5,000 towards Phase 1B archaeology report & foundation work (to match \$21,155.87 LCHIP Grant)

**** 2017 Town House Rehab Expenses – towards foundation work less \$10,000 Moose Plate Grant (to match LCHIP Grant)