

Town of Center Harbor
Heritage Commission Meeting

~~-Approved 7/19/18-~~

June 21, 2018
Minutes

- I. **Call to Order:** Meeting called to order at 4:37pm. Present: Chairperson David Reilly, Roland Garland, Richard Hanson, David Hughes, Karen Ponton, Virginia Fisher (alternate); Absent: Nancy Sapack (alternate)
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by D. Hughes that: The Minutes of May 17, 2018 be approved as written. Passed with R. Hanson abstaining.
- III. **Order of Agenda & Additional Items:** No changes.

IV. **Unfinished/Continuing Business**

A. **Historical Resources Inventory**

1. **NHDHS Grant Project:** K. Ponton reported for M. Williams. M. Williams has submitted the final draft of the *Center Harbor Community Planning Survey Report* to NHDHR. The *Survey Report* includes in an appendix copies of the *Historic Information Forms* for each of the +110 properties listed on the *Inventory of Historical Resources*. The *Report* will be available to the public at the Town Library and on the Heritage Commission webpage. The Commission expressed its appreciation to Selectmen's assistant Robin Woodaman for her help in copying this extensive document.
2. **GIS Mapping:** After discussion, it was the consensus of the Commission to include the following 5 attributes: decade built, whether demolished, Slab City property, historic barn, and cemetery/burying ground. K. Ponton is working on the spreadsheet for CAI.

B. **Town House Rehab**

1. **Roof Work:** K. Ponton sent out letters notifying bid submitters of the Commission's decision and has also spoken with Avatar. The contract is being prepared.
2. **Grounds:** The Commission expressed its appreciation to Road Agent Jeff Haines and the Town Department of Public Works crew for spreading loam and reseeding some of the Town House lawn, and improving drainage and regrading the parking lot.
3. **2018 Mooseplate Grant Application:** K. Ponton hand-delivered the Moose Plate Grant application for the Town House Roof Project to NHDHR on May 29, 2018.
4. **LCHIP:** D. Reilly, D. Hughes and K. Ponton met with LCHIP Historic Resource Intern Benjamin Cantor-Stone at the Town House on June 20, 2018 to review the process of preparing the *Annual Monitoring Report*. The Commission thanks Fire Chief Leon Manville for arranging the use of a Fire Department ladder to access the attic. The *Annual Report* is due by December 31st, and is required for the Town House for five (5) years, starting 2018. Plans are to submit this *Report* each Fall. Also, the bronze LCHIP plaque that must be displayed on the Town House exterior has been received. K. Ponton will ask Road Agent J. Haines for help hanging the plaque.
5. **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 & Request for Reimbursement:** The Commission reviewed the *Fund Report* for June (see attached) and the MSVB bank statement for May. Motion by D. Hughes, seconded by D. Reilly: To reimburse K. Ponton \$28.46 for supplies. Passed with K. Ponton abstaining.

D. Continued Discussion of Fundraising Plans

1. **Do Good Bonus Cards:** The *Do Good* Bonus Card press release was included in today's issue of *The Meredith News*. It was also sent to the *Laconia Daily Sun*. V. Fisher will be at Heath's on Friday from 2-6pm and K. Ponton until 3p; V. Fisher and K. Ponton will be there Saturday from 9a to 2p and D. Reilly from about noon; K. Ponton will text D. Hughes Saturday afternoon if he is needed on Sunday from 10a-2p. D. Reilly and R. Hanson offered to try and "sell" any left-over cards.

2. **Raffles at Town Band Summer Concerts:** Commission members volunteered for the following Concert raffles:

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|-----------------------------------|----------------------------------|
| • Wednesday, July 4 th | R. Hanson, D. Reilly & K. Ponton |
| • Friday, July 13 th | D. Reilly & V. Fisher |
| • Friday, July 20 th | D. Hughes, N. Sapack & V. Fisher |
| • Friday, July 27 th | Nancy Sapack & V. Fisher |
| • Friday, August 3 rd | Nancy Sapack & K. Ponton |
| • Friday, August 10 th | Nancy Sapack & V. Fisher |

Members should plan to arrive about 6:30 pm to set up.

3. **Possible Special Event - Sunday, August 19 from 2-4:00pm:** D. Hughes gave an update on progress in planning this event. He has an anonymous donor for the handicap-accessible port-o-potty, which will be delivered Sunday morning. He will talk with Police Chief Chase about Commission members parking on College Road. The Fire Department is looking for the tent canopies. K. Ponton reiterated that Code Compliance Officer K. Ballance needs to be kept in the loop. Continued discussion and planning postponed to next meeting. Invitations will be sent July 20, provided that plans are finalized.

E. Strategies to Promote Historic Preservation: Commission members continued their discussion of strategies to promote the preservation of historic buildings and structures in Center Harbor, especially a demolition review ordinance. The Commission repeatedly emphasized that the intent is not to restrict or limit property owner rights. *Laconia's Demolition Ordinance* was reviewed; the Commission would prefer a much simpler process for Center Harbor. Reportedly, Center Sandwich and Moultonborough are in the process of developing demolition ordinances. After much discussion, consensus was to let the Select Board know that the Commission sees a need for such an ordinance. R. Hanson will bring this matter to the Board's attention. K. Ponton will send an email to Planning Board Chairperson Charley Hanson.

F. Barn Survey Project: K. Ponton reported for R. Kipphut. Two more barns have been surveyed: the Waukewan Golf Club (former Dane draft horse barn) and an abandoned barn in woods off of Center Harbor Neck Road.

V. **New Business:** None.

VI. **Other Business:** None.

VII. **Adjournment:** Motion by D. Hughes, seconded by R. Garland to adjourn at 5:59pm. Passed unanimously.

Respectfully submitted,

Karen Ponton
Secretary

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Center Harbor Heritage Commission

Heritage Fund Summary Report (6/7/18)

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	930.60	(\$ 6,155.87)****
Donation Jar	<u>11.72</u>	
	\$ 20,323.34	

\$ 10,047.73

III. Town House Rehab

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

\$ 21,437.25

V. MVSB Account

4/30/18	Statement Balance	\$21,425.53
5/18	Deposit	<u>11.72</u>
5/31/18	Statement Balance	\$21,437.25

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	<u>(41.46)</u>
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)