

Town of Center Harbor
Heritage Commission Meeting

-Approved 10/18/18-

September 20, 2018

Minutes

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: Chairperson David Reilly, Roland Garland, Richard Hanson, David Hughes, Karen Ponton, Nancy Sapack (alternate); Absent: Virginia Fisher (alternate)
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by D. Hughes that: The Minutes of August 16, 2018 be approved as written. Passed with R. Hanson abstaining.
- III. **Order of Agenda & Additional Items:** No changes.

IV. **Unfinished/Continuing Business**

A. **Town House Rehab**

1. **Mooseplate Grant & Roof Work:** The NHDHR will be recommending to the Executive Council that the Town House Roof Project be awarded a 2018 Mooseplate Grant for \$10,000.00. New with this year's grant cycle is that projects of \$10,000 or more need to go before the Executive Council, which is expected to occur in the next couple of months. This may delay work on the Town House roof. K. Ponton conveyed to NHDHR Grants Coordinator Amy Dixon that, given its deteriorating condition, replacing the roof is urgently needed this year, before the weather changes. Target New England is ready to do the work when authorized.

2. **Plans for Interior - Informational Meeting with the Public and "Work session" with K. Ballance on Building Conditions Report:** Consensus of the Commission was to hold a "work session" to review the priorities outlined in the *Building Conditions Assessment Report* for the next phase of work on the Town House, and to invite Code Compliance Officer Ken Ballance to attend. K. Ponton will check on his availability for the Commission's October or November meeting. The Commission would also like to hold a meeting with the public sometime after the "work session" to engage the community and hear how they envision the building being used, for example, seasonally or year round.

3. **Annual LCHIP Documentation Report:** The Commission intends to submit this Report after the roof work is completed later this year.

B. Heritage Fund & Request for Reimbursement: The Commission reviewed the *Fund Report* for September (see attached) and the MSVB bank statement for August. Motion by D. Hughes, seconded by D. Reilly: To reimburse K. Ponton \$64.43 for beverage, ice and paper goods for the August 19th Town House event and for printer ink. Passed with K. Ponton abstaining.

C. **Fundraising**

1. **August 19th Special Event at the Town House:** D. Reilly reported that fewer people attended than was anticipated, possibly due to the nice weather. The Commission expressed its willingness to show the Town House to anyone interested in seeing the inside of the building at another mutually-convenient time. This will be posted on the Town House Facebook page and on the Commission's webpage. A thank-you letter was sent to Everett Duren for arranging the donation of a potty-o-potty.

2. **Other:** None.

D. Historical Resources Inventory & Map Overlay: The spreadsheet and the pdfs have been sent to CAL.

E. **Barn Survey Project:** R. Kipphutt has completed surveys on 34 barns, which will be included in the map overlay. He is taking a course in GIS mapping at PSU, which may be helpful in mapping existing barns in town or using historic maps to find old barn sites.

F. **Library Building Conditions Assessment Grant Application:** K. Ponton assisted the James E. Nichols Memorial Library Board of Trustees in preparing an application for a NH Preservation Alliance Building Conditions Assessment Grant. The application has been submitted and a decision is expected by early October. Working collaboratively with Town departments to pursue grants such as this is part of the Commission's charge.

G. **Strategies to Promote Historic Preservation:** Commission members continued their discussion of strategies to promote the preservation of local historic buildings and structures. Sharing Center Harbor history through a newsletter or on the website or by speaking to a class(es) of students at Interlakes and asking the School Board to invite local historical societies to the schools were suggested.

V. **New Business**

A. **Proposed 2019 Budget and Warrant Article(s):** Consensus was to request that the Commission line item remain at \$1,000 for the coming year. Discussion on a possible Warrant Article(s) postponed until after the "work session."

B. **2018 Annual Report:** D. Reilly will be preparing the Commission's Annual Report.

C. **Possible Barn Tour 2019:** K. Ponton shared that the NH Preservation Alliance may be interested in doing a Barn Tour of Center Harbor barns in 2019, similar to the one they held in Sandwich in 2016.

VI. **Other Business:** None.

VII. **Adjournment:** Motion by D. Hughes, seconded by R. Garland to adjourn at 5:42pm. Passed unanimously.

Respectfully submitted,

Karen Ponton
Secretary

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Center Harbor Heritage Commission

Heritage Fund Report (9/10/18)

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			<u>\$ 11,389.52</u>

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)****	
50/50 Raffles	1,685.00		
	160.00		
	50.00 ^P		
Bonus Cards	1,130.00		
	70.00		
Donation Jar	66.27		
	<u>5.00</u>		
\$ 23,477. 89			<u>\$ 13,202.28</u>

III. Town House Rehab

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

\$ 24,591.80

V. MVSB Account

7/31/18	Statement Balance	\$24,306.80
8/13	Transfer	70.00
8/20	Deposit	165.00
8/30	Deposit	<u>50.00</u>
8/31/18	Statement Balance	\$24,591.80

\$ 24,591.80

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)

P Pending

VI. <u>Operating Budget 2018</u>	\$1,000.00
Expenses:	
Reimburse K. Ponton for Supplies	(28.46)
Reimburse K. Ponton for Paper & Printer Ink	(68.85)
Reimburse K. Ponton for Grant Report Photos & Materials	(41.46)
Reimburse K. Ponton for Name Badges, Printer Ink & Stamps	<u>(120.88)</u>
<i>Balance:</i>	\$ 740.35
