

Town of Center Harbor
Heritage Commission Meeting

-Approved 2/21/19-

January 17, 2019

Minutes

- I. **Call to Order:** Meeting called to order at 4:35pm. Present: Chairperson David Reilly, Richard Hanson, David Hughes, Karen Ponton, Nancy Sapack (alternate); Absent: Virginia Fisher (alternate).
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by D. Reilly that: The Minutes of December 20, 2018 be approved as written. Passed unanimously.

III. **Order of Agenda & Additional Items:** *CPR Training* added to V. **Other Business.**

IV. **Unfinished/Continuing Business**

A. **Commission Vacancies & Recommissioning:** Per RSA 673:12;III and with the full support of the Commission, Chairperson D. Reilly appointed alternate N. Sapack to serve an unexpired 2020 term as Commissioner. Her name will be forwarded to the Selectmen. D. Reilly and K. Ponton agreed to be recommissioned when their terms expire at the 2019 Town Meeting. The Commission also discussed persons who may be interested in serving in the two available (2) alternate positions. D. Reilly was asked to contact one such individual; V. Fisher will be asked to contact the other.

B. **Town House Rehab**

1. **Moose Plate Final Disbursement:** The request for the final Moose Plate Grant disbursement for \$4,975.00 has been submitted.

2. **Capital Improvement Plan (CIP):** R. Hansen brought this concern to the attention of the Selectmen at their January 2, 2019 meeting. He reported that there is no CIP at present; that by RSA a CIP is not required of Towns but may be implemented; and that the Selectmen referred the matter to the Planning Board.

3. **Plans for Next Phase of Town House Rehab:** K. Ponton reported that she spoke with Code Compliance Officer K. Ballance about a "ballpark" estimated cost for rough plumbing and electric at the Town House. Since this "ballpark" estimate is at least \$10,000.00, consensus of the Commission was to apply for another Moose Plate Grant this year to help fund this work. K. Ponton will meet again with K. Ballance to prepare a more detailed estimate.

C. **Heritage Fund Report:** The Commission reviewed the *Fund Report* for December 31, 2018 (see attached) and the MSVB bank statement for December.

D. **March 13, 2019 Town Meeting:** D. Reilly prepared and submitted the Commission's *Report* for the *Town Annual Report*. R. Hansen reported that the Selectmen are in favor of the proposed Warrant Article of \$5,000.00 for the Town House rehab. All Commissioners are planning to attend Town Meeting..

E. **Library Building Conditions Assessment Grant Application Update:** Awaiting feedback from the NH Preservation Alliance on the first draft of the *Assessment Report*.

F. **Town House Artifacts Stored at Historical Society Museum:** D. Reilly contacted R. Garland about returning these artifacts (see attached list). It is the consensus of the Commission that these items should be returned as soon as possible as they can now be safely stored at the Town House. N. Sapack suggested displaying some of these artifacts in

the building to showcase its history. D. Reilly will follow-up with R. Garland and possibly, the Selectmen.

G. Strategies to Promote Local Historic Preservation – Notification Ordinance:
Postponed.

- V. **Other Business - CPR Training:** A CPR training session (including on-site defibrillator use) is scheduled for Monday, February 11 at 1:00pm in the Cary Mead Room. If interested, please Rsvp to Robin Woodaman by February 6.

VI. New Business

A. **Fundraising Plans for 2019:** After discussion, consensus was to continue with the Town Band Concert Raffles and Common Man *Do Good Bonus Cards* this year. The *Bonus Card* fundraiser is tentatively planned for Friday, June 21 through Sunday, June 23. K. Ponton will schedule with Heath's. N. Sapack suggested a restaurant-based fundraiser, and D. Hughes thought The Mug might be worth exploring. There was also some discussion about hosting a car show featuring local antique car enthusiasts.

B. **Possible Barn Tour in 2020:** Beverly Thomas, Director of the Old House and Barn Program at the NH Preservation Alliance, contacted K. Ponton earlier this month about the Alliance possibly presenting a tour of Center Harbor barns next summer. The Commission expressed great interest and would like to invite B. Thomas to discuss this further at a future Commission meeting. Several barns that may be appropriate for the tour were suggested. R. Kipphut is also interested in helping.

C. **Other:** None.

- VII. **Adjournment:** Motion by K. Ponton, seconded by D. Hughes to adjourn at 5:55pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

Center Harbor Heritage Commission

Heritage Fund Report (12/31/18)

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	5,405.60	(\$ 6,155.87)****	
	400.00		
50/50 Raffles	1,745.00		
Bonus Cards	1,200.00		
Donation Jar	<u>71.27</u>		
	\$ 28,202.89		<u>\$ 17,927.28</u>

III. Town House Rehab

Moose Plate First Disbursement	\$ 4,975.00
Target New England (Roof)	(13,600.00)

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

\$ 20,691.80

V. MVSB Account

11/31/18	Statement Balance	\$33,891.80
12/4-14	3 Deposits	400.00
12/31	Transfer to General Fund	<u>(13,600.00)</u>
12/31/18	Statement Balance	\$20,691.80

Reconciliation

\$20,691.80

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. Operating Budget 2018

\$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 (120.88)

Reimburse K. Ponton for Open House
Beverage, Ice, Paper Goods
& Printer Ink (64.43)

Reimburse K. Ponton for Postage,
Envelopes & Printer Ink (276.42)

Reimburse K. Ponton for Batteries &
Paper (26.57)

Transfer for Historical Map Overlay (350.00)

Balance: \$ 22.93
