

Town of Center Harbor
Heritage Commission Meeting

-Approved 3/21/19-

February 21, 2019

Minutes

- I. **Call to Order:** Meeting called to order at 4:32pm. Present: Chairperson David Reilly, Richard Hanson, David Hughes, Karen Ponton; Absent: Nancy Sapack, Virginia Fisher (alternate).
- II. **Approval of Minutes:** Motion by D. Hughes, seconded by R. Hanson that: The Minutes of January 17, 2019 be approved as written. Passed unanimously.

III. **Order of Agenda & Additional Items:** No changes.

IV. **Unfinished/Continuing Business**

A. **Commission Alternate Vacancies:** The Commission is seeking two (2) residents to serve as alternates. Additional names were suggested; R. Hanson offered to contact them.

B. **Town House Rehab**

1. **Moose Plate Grant Final Disbursement:** The final disbursement of \$4,975.00 has been received and deposited.

2. **Planning Board Recommendation re: Capital Improvement Plan (CIP):** R. Hansen reported that the Planning Board discussed the Commission's suggestion for a CIP and decided to continue with the current process of funding through capital reserve funds and expendable trusts.

3. **Plans for Next Phase of Town House Rehab:** The Commission reviewed a draft summary of the work still needed to complete the Town House rehab, which K. Ponton had compiled from past minutes and the *Building Conditions Assessment Report*. (See attached). Code Compliance Officer K. Ballance had requested this information in order to assist the Commission in estimating costs. Cost estimates are pending. Consensus was to now focus on the woodshed ell, beginning with rough carpentry (i.e. subfloor, accessible access to main hall, framing out restroom), rough plumbing and rough electric this year. K. Ponton will submit a *Letter of Intent* for a 2019 Moose Plate Grant to fund some of this work. There was also discussion about using local tradesmen and seeking skilled, volunteer labor from community organizations to help reduce costs.

C. **Heritage Fund Report:** The Commission reviewed the monthly *Fund Report* (see attached) and the MSVB bank statement for January.

D. **Fundraising Plans for 2019**

1. **Town Band Concert Raffles:** Dates are Thursday, July 4 and Fridays, July 12, 19, 26, August 2, 9 and 16, with rain dates the next day. Thus far, R. Hanson volunteered for July 4; D. Hughes for July 12 and August 9.
2. **Do Good Bonus Cards:** K. Ponton scheduled Friday, June 21 through Sunday, June 23 on Heath's calendar. Thus far, D. Hughes and R. Hanson volunteered for June 21; D. Reilly, the afternoon of June 22, D. Hughes for morning June 22 & June 23.
3. **Other:** The Commission expressed interest in a corn hole tournament, as suggested by N. Sapack. Possibly, it could be held in Morrill Park. Further discussion postponed to next meeting.

E. **Library Building Conditions Assessment Grant Application Update:** Alba Architects has revised the draft *Assessment Report*, based on comments about the initial draft from the

NH Preservation Alliance (NHPA). Awaiting further review and comment from NHPA and the Library Trustees.

F. **Host NHPA Barn Tour in 2020:** Program Director Beverly Thomas will be attending the Commission's March 21st meeting to discuss the barn tour in more detail.

G. **Town House Artifacts Stored at Historical Society Museum:** D. Reilly will follow-up with R. Garland to retrieve the items when the weather improves.

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

V. **New Business: NHPA Dues** – Postponed to March.

VI. Other Business

A. **CPR Training:** R. Hanson reported that the CPR training session (including on-site defibrillator use) has been rescheduled for Monday, March 18 at 10:00am in the Cary Mead Room. D. Reilly, R. Hanson and K. Ponton expressed interest in attending. Additional information pending.

B. **Press Release:** A press release about the historical map overlay is in today's *Meredith News*. It was also sent to the *Laconia Daily Sun*. (Note: Article appeared in the March 2nd issue of the *Sun*.)

C. **Reminder:** Town Meeting - Voting is Tuesday, March 12; Business Session is Wednesday, March 13 at 7pm.

D. **Other:** None.

VII. **Adjournment:** Motion by R. Hanson, seconded by D. Hughes to adjourn at 5:40pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (2)

Center Harbor Heritage Commission

Heritage Fund Report (2/19)

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	(6,155.87)****	
2017 Donations	8,926.23	(3,650.00) ^{TH*}	
2018 Donations	8,821.87		
2019 Donations	<u>140.00</u>		
\$ 28,342.89			<u>\$ 14,417.28</u>

III. Town House Rehab

Moose Plate 1 st Disbursement	\$ 4,975.00
Moose Plate 2 nd Disbursement	4,975.00
Roof Work	(9,950.00)

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

\$ 25,806.80

V. MVSB Account

12/31/18	Statement Balance	\$20,691.80
1/14-28	2 Deposits	<u>5,115.00</u>
1/31/19	Statement Balance	\$25,806.80

Reconciliation

\$25,806.80

Notes: * 2015-6 Town House Building Conditions Assessment less \$4,000 NHPA Grant
 ** 2016 Town House Rehab Expenses-Phase 1A archaeology report, electrician & painting less \$10,000 Moose Plate 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)
 TH* 2018 Town House Rehab Expenses – towards roof work less \$9,950 Moose Plate Grant
 P Pending

Center Harbor Town House Project

DRAFT-DRAFT-DRAFT

Objective: To rehab the building in a reasonable, cost-effective manner so that it can be used primarily for public meeting space, for example, by the Select Board and Town committees, or for public hearings.

- The expected use of the building is seasonally, not year-round.
- Meetings would probably be held a couple of times a week.
- Approximately 5-12 people would attend most meetings.
- Although the building code may allow a maximum of 90 people, capacity would be limited to 50 people.
- Onsite parking is currently available for about 10 cars. The parking area might be expanded to 20 cars at a future date.

Work Needed: (Not in order of priority)

1. Accessible entrance:

- Build an accessible entrance at the rear of building with walkway/ramp extending from existing parking lot to a new, small covered porch with entrance door to the woodshed ell. Ramp, railings and porch would be similar in style to the existing front porch.
- Build an accessible interior "entrance" from the woodshed ell to the main hall of the Town House by removing a portion of the existing stage and the existing partial floor/platform in the woodshed to make the woodshed floor be at the same level as the main hall floor. Widen the existing opening between the stage and the main hall to allow access.

2. Accessible restroom:

- Use the unfinished space in the woodshed ell to build an accessible restroom in the northwest corner.
- Drill a well for water.
- Install a septic disposal system.
- Remove 2 old chemical toilets from shed privy. Repair floor. Use these 2 small rooms for storage/closets.

3. Create a small prep area in the woodshed ell for a sink and counter, should committees want to use a coffemaker or microwave, for example.

4. Insulate woodshed ell, if needed.

5. Electricity:

- Bring in underground power from a (new?) pole on Waukegan Street to new electrical panel in the woodshed ell
- Complete electrical upgrade for entire building, including wiring, outlets, switches, electrical panel, exterior outlets, lighting for both porches, etc.
- Reuse 4 existing fixtures hanging from ceiling in main hall, if possible.

6. Interior Finishes:

- Retain as much of the interior finishes in the main hall as possible. Keep beadboard wainscoting and plaster walls. Keep blackboard. Keep wood partition that is at front of stage, when possible.
- Clean all existing interior woodwork.
- Repair hairline cracks in plaster.
- Possibly restore plaster & lath ceiling by removing composite board ceiling tiles from main hall ceiling. (Stage ceiling is plaster. Ceilings in 2 old privies is beadboard).
- Repair hole in main hall ceiling.
- Enlarge existing attic access opening (which is right above front entrance) that is too small for easy access.
- Repaint walls and ceilings
- Refinish floor.
- Woodshed interior to be finished very simply, possibly with just sheetrock and no wainscoting. Since it may be visible from the main hall, install baseboard and crown molding to match existing, continue wood floor into the space, and tile (either ceramic or vinyl) floor in restroom. Paint walls and ceiling to match main hall.

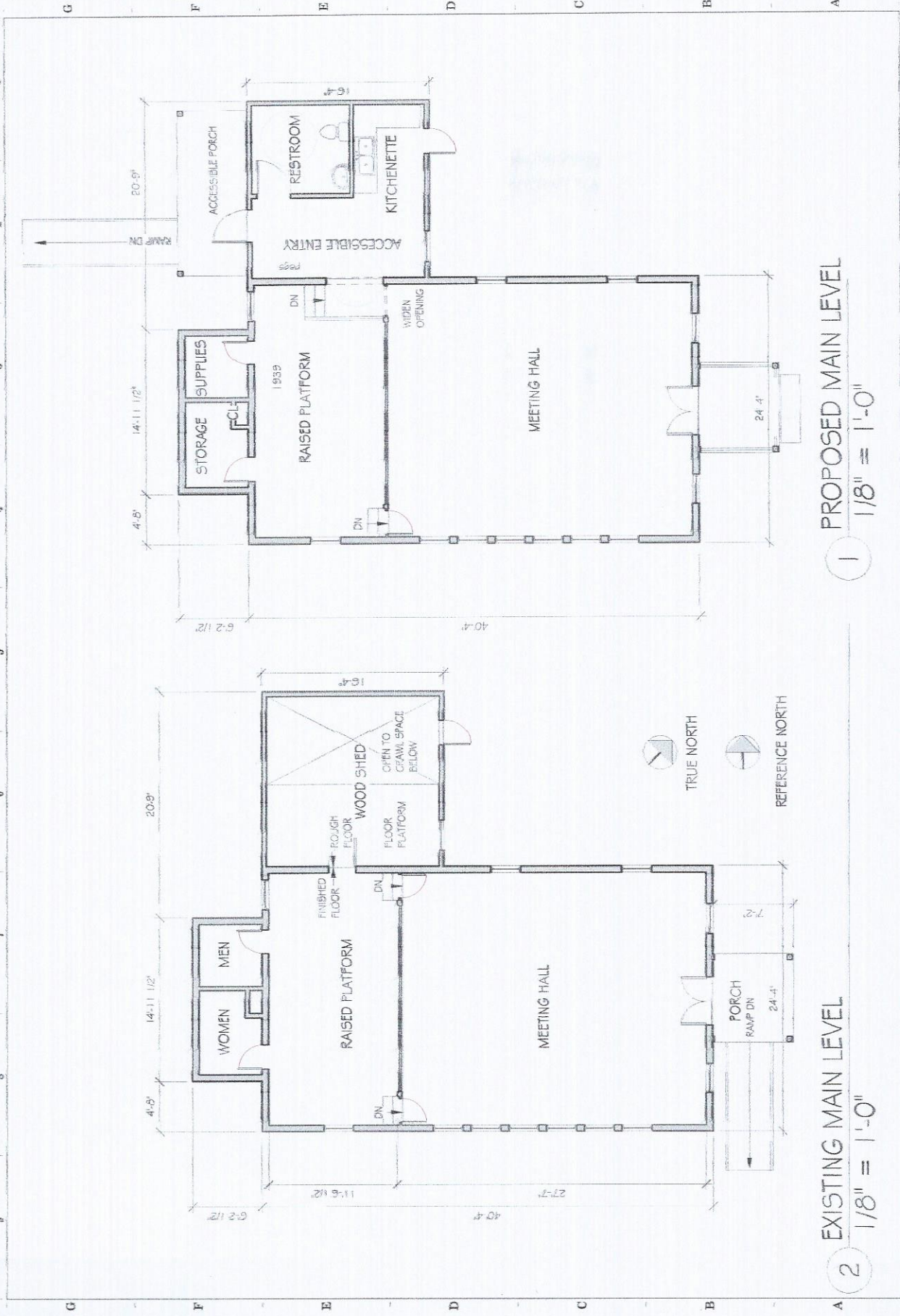
7. Install a security system for fire alert and intrusion protection.

8. Other:

- Possibly create access to foundation/"crawl space" in woodshed ell through ell floor.
- Remove small dry sink area in southwest corner of stage area.
- If needed for load, add additional support under stage floor.
- Replace temporary wood step at existing front porch (parking lot side) with new, wider step(s) and new handrail to match existing.
- Consider installing air-conditioning (window unit (s), mini-split?) so building will be more comfortable during the summer.
- Keep woodstove and heat shield to display for historical reasons, but remove venting.

9. Other Site Work:

- If allowed, create driveway from existing parking area, around rear of building/property, to Waukewan Road.
- Install small stones along building dripline to reduce water splashing back onto building.



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The existing floor joists for the 1844 main hall appear to have an approximate live load capacity in the range of 120 psf to 135 psf. The joist ends are notched beyond what is acceptable. Notching the ends of the joists excessively can cause the members to split. The member ends should be provided with supplemental support, or at minimum, inspected to verify no splitting has occurred.

The existing floor beams for the 1844 main hall were not analyzed but probably do not have the required 100 psf live load capacity. The floor beams need to be measured and an approximate analysis performed to determine whether additional supports are needed or an additional beam added underneath. An appropriately sized beam would also provide the necessary supplemental support for the notched joist ends.

1907 Stage Floor

The existing joists for the stage floor are intermittently supported on the original floor below at locations which have the potential to overstress the original floor framing because of the configuration of the supports; they are too close to the mid-span of the joists below. The existing stage floor joists will have an approximate live load capacity of at least 125 psf provided a bearing wall is constructed at an appropriate location on the original floor below.

The joists do not appear to be adequately supported at the proscenium wall, and should be retrofitted with a bearing wall on the original floor below, or beams and posts added to transfer the load to the foundation. The ledger at the rear of the stage wall needs to be better fastened to the existing studs or supported with verticals fastened to the existing studs.

1933 Lavatory Addition

The framing for the 1933 addition was concealed from view and inaccessible, and was not analyzed.

1939 North Side Addition

The existing floor joists for the 1939 addition appear to have an approximate live load capacity in the range of 35 psf to 40 psf. The addition of a center support, such as a beam or bearing wall, would increase the live load capacity significantly, enough so that the floor would meet the current floor live load requirement.

The existing roof joists for the 1939 addition appear to have an approximate snow load capacity of at least 75 psf, however the ceiling joists need to be tied together at the top of the walls to prevent spreading. This is compared to a required capacity in the range of 55 psf to 65 psf for uniform loading, and 75 psf for unbalanced loading.

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