

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 8/22/19-

July 18, 2019
Minutes

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: Chairperson David Reilly, Karen Ponton, Ginny Fisher (alternate-voting), Ann Xavier (alternate-voting); Absent: Richard Hanson, David Hughes, Nancy Sapack
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by G. Fisher that: The Minutes of June 20, 2019 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** No changes.
- IV. **Unfinished/Continuing Business**
 - A. **Town House Rehab**
 1. **Stone along Building Dripline:** The Commission reviewed an estimate from Jenkins Building Services, a local small business, for labor and materials to install fractured stone over landscape fabric along the dripline at the Town House and some large fieldstone pavers leading to the porch. Motion by G. Fisher, seconded by A. Xavier: To accept Jenkins Building Services estimate for \$750.00. Passed unanimously. K. Ponton will pursue the possible donation of materials, as suggested by Road Agent Jeff Haines.
 2. **Informational Meeting:** The Commission continued discussion of holding an information-sharing session with the public on Thursday, September 19, at 6:00pm, immediately following the monthly Commission meeting. The Commission would plan to end the session by 7:00pm, as the room is reserved for another group that evening. If needed, a follow-up session would be scheduled. Further planning postponed to the August meeting.
 - B. **Heritage Fund Report:** The Commission reviewed the monthly *Fund Report* (see attached) and the MSVB bank statement for June. Motion by G. Fisher, seconded by D. Reilly: To reimburse K. Ponton \$87.88 for printer ink and flier display holders. Passed with K. Ponton abstaining. K. Ponton reported that the donation forms included with the Town House and Barn Survey fliers are starting to bring in donations; specifically, \$200.00 with a Town House flier form and \$25.00 with one from the Barn Survey flier.
 - C. **Fundraising Plans**
 1. **Do Good Bonus Cards:** All of the Bonus Cards were “sold” by noon on Sunday, and raised \$1,200.00 for the Heritage Fund. The Commission expressed its appreciation to *The Common Man Family of Restaurants*.
 2. **Town Band Concert Raffles:** The 50/50 raffle at the July 4th Town Band concert raised \$430.00; the concert on July 12th, \$330.00. Schedule for remaining raffles revised as follows:
 - Friday, July 19 G. Fisher, A. Xavier & D. Reilly
 - Friday, July 26 N. Sapack & G. Fisher
 - Friday, August 2 A. Xavier
 - Friday, August 9 D. Hughes
 3. **Other:** The Commission considered possible new fundraisers, including a Mount Washington dinner cruise, a house tour and a dance event. G. Fisher will investigate the logistics of holding a contradance.

D. **NHPA Barn Tour 2020 Update:** K. Ponton and R. Kipphut will take NHPA Project Director Beverly Thomas on a drive-by of about 20 barn tour possibilities on July 24th. (These barns have all been surveyed.) Final decision about which barns to invite to be on the barn tour rests with B. Thomas.

E. **Heritage Inventory & Online Map Flier:** Copies of the flier explaining how to use the *Online GIS Heritage Map* (with the donation form) are now available at the Town Hall and the Nichols Library.

F. **Commission Alternate:** One more alternate Commission member is desired. A. Xavier will contact some possible candidates.

G. **Strategies to Promote Local Historic Preservation**

1. **Notification Ordinance:** Postponed.

2. **Work with Planning Board:** D. Reilly has not yet spoken with Planning Board chairperson Charley Hanson.

V. **New Business**

A. **Care/Display of Town House Artifacts:** G. Fisher will prepare a list of materials and supplies needed to preserve some of the artifacts, different options for their display and related costs.

B. **Other:** A. Xavier was shown the Town House by K. Ponton last week. She reiterated her offer to help with painting, and also knows some contractors experienced with historic properties who may be interested in the Town House rehabilitation.

VI. **Other Business:** D. Reilly received several old photographs marked "Center Harbor." Given the time, discussion postponed to next meeting.

VII. **Adjournment:** Motion by K. Ponton, seconded by A. Xavier to adjourn at 5:58pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

Center Harbor Heritage Commission

Heritage Fund Report (7/14/19)

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		
Appropriation 2019	\$5,000.00		
Appropriations Balance			<u>\$ 16,389.52</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	165.00		
	25.00 P		
	10.00 P		
LCHIP	200.00		
Do Good Cards	1,200.00		
Raffles	430.00 P		
	330.00 P		
Donation Jar	<u>101.75</u>		
	\$ 30,664.64		<u>\$ 16,739.03</u>

III. Town House Rehab

Target New England – Amount withheld for Lawn Repair	(1,000.00)
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IV. NHPA Building Conditions Grant (Library)

NHPA Building Conditions Grant for Library	4,500.00
Grant Disbursement to Library	(4,500.00)

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

\$ 32,128.55

VI. MVSB Account

5/31/19	Statement Balance	\$35,536.55
6/14	Transfer to General Fund for NHPA Grant to Library & Roof Contractor	(5,500.00)
6/24	Deposit	<u>1,297.00</u>
6/28/19	Statement Balance	\$31,333.55

Reconciliation (+ \$430 + \$25 + \$10 +\$330 Under II.)

\$ 32,128.55

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

<u>Operating Budget 2019</u>	\$1,000.00
Expenses:	
NHPA Conference Registrations (4)	220.00
Reimburse K Ponton for Mileage, Pens, Postage & Grant Materials	156.21
Balance:	<hr/> 623.79