

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 10/17/19-

September 19, 2019
Minutes

- I. **Call to Order:** Meeting called to order at 4:02pm. Present: Chairperson David Reilly, Richard Hanson (at 4:25pm), David Hughes (at 4:25pm), Karen Ponton, Linda-Lee Scott (alternate-voting until R. Hanson arrived), Ann Xavier (alternate-voting); Absent: Nancy Sapack, Ginny Fisher (alternate); Members of the Public at 5:00pm: Center Harbor resident Stephany Lavallee and Police Department representative Sergeant Scott Weiss

- II. **Approval of Minutes:** Motion by K. Ponton, seconded by A. Xavier that: The Minutes of August 22, 2019 be approved as written. Passed unanimously.

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

- IV. **Unfinished/Continuing Business**
 - A. **Town House Rehab**
 1. **Moose Plate Grant:** Word was received yesterday that the Town House Electrical Project has been awarded a \$9,500.00 2019 Moose Plate Grant from NHDHR.
 2. **Electricity-Update:** Easement agreement and required payment-in-advance of \$2,448.90 were sent to NHEC earlier today.
 3. **Care/Display of Town House Artifacts:** K. Ponton reported for G. Fisher. G. Fisher is planning to order an archival-quality mat and frame for the DAV poster. She is looking into a glass display case that will be appropriate for some of the other artifacts.
 4. **LCHIP Annual Documentation Report:** This required Report is due December 31, 2019.

 - B. **Heritage Fund Report:** The Commission reviewed the monthly *Fund Report* (see attached) and the MSVB bank statement for August. Motion by K. Ponton, seconded by D. Hughes: To reimburse A. Xavier \$20.75 for refreshments for community meeting. Passed with A. Xavier abstaining.

 - C. **Fundraising - Planning for 2020:** Postponed to next meeting.

 - D. **Barn Preservation Awareness**
 1. **NHPA Barn Tour 2020 Update:** Owners of the 12 barns selected for site visits by NHPA Project Director Beverly Thomas will be contacted in the next couple of weeks.
 2. **Barn Survey Update:** One (1) barn owner responded to the survey request letter sent last month. R. Kipphut surveyed this barn.

 - E. **Strategies to Promote Local Historic Preservation**
 1. **Notification Ordinance:** Postponed.
 2. **Work with Planning Board:** Postponed

- V. **New Business:** None

- VI. **Other Business**
 1. **Kona Farm Photos:** A. Xavier delivered the photographs to the owner of Kona Farm, who was delighted to receive them.

2. Informational Meeting with the Community about the 1843 Town House Rehab:

Commission members shared information about the Heritage Commission, its establishment and charge, projects, grants and the Center Harbor Town House rehab with the two (2) community members attending. Some of the points discussed were:

- Tonight's meeting is an opportunity for dialog with the community about some of the questions asked at Town Meetings about the Commission and, in particular, the Town House rehab
- Prior to the establishment of the Commission, about 2013/2014, the Selectmen were looking for options to hold some of their meetings at a location more convenient than the Town Municipal Building for west Center Harbor residents. The 1843 Town House offered that potential, but had not been maintained for many years and lay vacant. State grant monies are available for historic properties if the building is listed on either the State or Federal *Register of Historic Places* and if there is a Heritage Commission.
- Time line: February 2015 – 1843 Town House is listed on State Register.
March 2015 – Residents voted nearly unanimously to establish a Heritage Commission, a legal entity pursuant to RSA 673:1(II), RSA 673:4-a and RSA 674:44-a.
April 2015 – Selectmen approached some residents about serving as Commissioners and issued a charge to the Commission. Charge says "...to recognize, use, ...preserve, protect and enhance historic and cultural resources..." The scope is wider than the Town House.
June 2015 – First Commission meeting.
- Town-owned historic structures are: 1843 Town House, 1886 Village Schoolhouse, ca1888 brick Canoe House, 1907 Kona Fountain, and 1909 Nichols Memorial Library.
- Without preservation and careful stewardship, our Town may eventually face the loss or destruction of core buildings that are its heritage.
- Projects and accomplishments include:
 - Listing 1886 Village Schoolhouse on *State Register of Historic Places*
 - NH Preservation Alliance Grants for building conditions assessments of the 1843 Town House (\$4,000.00), the 1886 Schoolhouse (\$3,600.00) and the 1909 Library (\$4,500.00)
 - Ongoing historic barn survey, which includes 36 barns thus far
 - Historic resources inventory with information on over 150 historic buildings, roads, cemeteries, and demolished sites in Center Harbor
 - *Community Planning Survey* based on the above inventory, written by historical consultant Mae Williams and paid for by Federal Grant to NH Division of Historical Resources (NHDHS)
 - Online Town GIS Heritage Map layer showing the properties on the historic resources inventory. This project was recognized with a 2019 NH Preservation Achievement Award and a NH Senate resolution.
 - Four (4) License Plate Conservation/Moose Plate Grants (\$39,450.00) and a Land & Community Heritage Investment Program (LCHIP) Grant (\$21,156.00) – a total of \$60,606.00 in State grants – for the Town House rehab.
- Town appropriations for Town House rehab from 2015 through 2019 equal \$30,500.00.

- Thus far, donations and grants for the Town House rehab are \$100,001.00.
- To date, total of all grants and donations raised for the Town by the Commission is \$108,090.00.
- Work completed on the Town House rehab:
 - 2015 – Removed hanging chimney
 - 2016 – Storage items removed
Building condition assessment conducted
Deteriorated electric service overhead line & meter removed
Exterior painted
Phase 1A archaeology study conducted
 - 2017 – Front porch repaired; labor donated by the Meredith Rotary
Tree work – small trees and branches hanging over the building removed
Chimney repaired
Town House historic sign restoration; donated by Royea Graffix
Phase 1B archaeology study conducted
Crawlspace dug, footings installed, moisture barrier laid, foundation repaired
 - 2018 – Parking lot and south lawn regraded; drain tile replaced
Roof replaced
 - 2019 – Fractured stone installed along building dripline; fieldstone pavers installed, leading to front porch.

S. Lavallee suggested that the Commission spend a few minutes at Town Meeting summarizing what they have accomplished. Both S. Lavallee and Sgt. Weiss encouraged the Commission to “toot its own horn more.” The Commission thanked them for taking the time to come to tonight’s meeting and for sharing their thoughts. The Commission also expressed its disappointment that more people from the community did not come tonight. A. Xavier was thanked for arranging refreshments.

VII. **Adjournment:** Motion by D. Hughes, seconded by R. Hanson to adjourn at 6:02pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

Center Harbor Heritage Commission
Heritage Fund Report
(9/13/19)

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	3,575.00		
	25.00 P		
	250.00 P		
	25.00 P		
LCHIP	200.00		
Do Good Cards	1,200.00		
Raffles	1,795.00		
Donation Jar	<u>111.75</u>		
	\$ 35,384.64		<u>\$ 21,459.03</u>

III. Town House Rehab

Jenkins Building Services – Dripline Stone & Pavers	(750.00) P
Target New England – Amount withheld for Lawn Repair	(1,000.00)

IV. Heritage Fund Balance (I + II + III) \$ 36,098.55

V. MVSB Account

7/31/19	Statement Balance	\$33,623.55
8/6-22/19	5 Deposits	<u>2,925.00</u>
8/30/19	Statement Balance	\$36,548.55

Reconciliation (+ \$300.00 - \$750.00 Pending Under II & III.) \$ 36,098.55

-
- 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 Envelopes & Postage	170.67
Reimburse K Ponton for Mileage, Pens, Postage & Grant Materials	156.21
Reimburse K Ponton for Printer Ink & Flier Display Holders	87.88
Balance:	<hr/> 365.24