

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 8/20/2020-

July 16 , 2020

Minutes

- I. **Call to Order:** Meeting called to order at 4:33pm. Present: Richard Hanson, David Hughes, Karen Ponton, Nancy Sapack (Alternate #3 – voting for G. Fisher), Ann Xavier (Alternate #1 – voting for D. Reilly); : Absent: Ginny Fisher, David Reilly, Linda-Lee Scott (Alternate #2)
- II. **Approval of Minutes:** Motion by D. Hughes, seconded by R. Hanson that: The Minutes of June 18, 2020 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** The item *Acting Chairperson* was added to the Agenda.
- IV. **Acting Chairperson:** Chairperson D. Reilly is unable to serve as chairperson for the time being due to health reasons. In the interim, consensus was for D. Hughes to serve as acting Chairperson. The Commission extended its best wishes to D. Reilly for a speedy recovery.
- V. **Unfinished/Continuing Business**
 - A. **Town House Rehab – Painting Project:** After the Board of Selectmen reviewed the volunteer waivers at their July 8th meeting, A. Xavier and K. Ponton began painting the interior of the Town House the next day. So far: The walls were washed twice. The hole from the old electrical panel and minor cracks in the plaster walls and the stage ceiling were repaired. The two (2) areas of old black adhesive on the wainscot were carefully removed. Matching wood stain was used to touch up the interior window sills and small areas of the wainscot. All of the walls in the main hall have one coat of paint; the stage walls and ceiling have two (2) coats; and painting has started on the main hall ceiling. K. Ponton was able to find a company that manufactures homosote ceiling tiles, but they no longer make 24” X 24” tiles. The company representative suggested that their 4' X 8' panel might be fabricated to reasonably match the existing tiles. A. Xavier reported that Matt Towle is going to try a router on the sample piece the company provided to see if this product would work for our project. The Commission was delighted to see firsthand the progress made on the Town House interior painting, with R. Hanson expressing “kudos for such a nice job...”
 - B. **Town House Stage Proscenium:** K. Ponton reported that she believes the many “extra” beadboard/wainscot boards in the woodshed cabinet were originally inserted to fill the space between the floor and a rail extending across the front of the stage, which would continue the look of the wainscot wrap on the other walls. The larger panels could be installed to fill the space above the rail and completely block off the stage from the main hall. D. Hughes recalled the stage being blocked off or folding open when he attended Town Meetings held at the Town House years ago. The large panels, the beadboard/wainscot boards, the rail, and a portion of the lower track are being stored in the woodshed. There was discussion but no decision about whether to reinstall the entire stage wall or only the lower beadboard, or keep the stage open.
 - C. **Town House Artifacts:** Postponed due to the unavoidable absence of G. Fisher.
 - D. **Village School:** D. Hughes reported more shingles have loosened on the Village School roof. However, Moose Plate Grants cannot be used on any work that has been started before

notification of the award, which is expected in early Fall. If the roof starts to leak before then, a temporary solution may need to be considered, such as tarping. K. Ponton reported that the Selectmen authorized replacing the two (2) rotting exterior flat-panel rear doors with the original 4-panel doors, and replacing the modern 6-panel front door with a new 4-panel wood door. This work would be in keeping with the *Secretary of the Interior's Standards for Rehabilitation of Historic Buildings*.

E. Heritage Fund Report & Request for Reimbursement: The Commission reviewed the MSVB bank statement for June and the monthly *Fund Report* (attached). Motion by D. Hughes, seconded by N. Sapack : To reimburse K. Ponton \$31.58 for miscellaneous supplies. Passed with K. Ponton abstaining.

F. Fundraising

1. **Do Good Bonus Cards:** K. Ponton reported that Heath's has decided not to permit nonprofit solicitations outside the store entrance in light of COVID-19. She is waiting to hear from *The Common Man*. D. Hughes suggested a "drive-by" be held outside of the Town Hall if the *Do Good Bonus Cards* become available.
2. **Town Band Concert Raffles:** R. Hanson reported that, based upon the recommendation of Town Band Director Carlos Martinez, the band concerts have been canceled for this year.
3. **Other:** D. Hughes offered to send K. Ponton a sample letter for donors.

G. NHPA Barn Tour: K. Ponton reported that NHPA Project Director Beverly Thomas has postponed the barn tour to next year, due to COVID-19.

V. New Business: None

VI. Other Business: None

VII. Adjournment: Motion by A. Xavier, seconded by N. Sapack to adjourn at 5:31pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

Center Harbor Heritage Commission
Heritage Fund Report – July 2020
(7/12//2020)

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	(750.00) <i>TH</i> **	
Appropriation 2019	\$5,000.00	(995.60) <i>TH</i> ***	
Appropriation 2020	\$5,000.00		
Appropriations Balance			<u>\$ 19,643.92</u>

II. Donations

2015 Donations	\$ 4,017.67	(\$ 4,119.74)*	
2016 Donations	6,437.12	(7,155.87)****	
2017 Donations	8,926.23	(3,650.00) <i>TH</i> *	
2018 Donations	8,821.87		
2019 Donations	8,543.75		
2020 Donations	270.00		
LCHIP Incentive	200.00		
Donation Jar	<u>1.00</u>		
\$ 37,217.64			<u>\$ 22,292.03</u>

III. Town House Rehab

IV. Heritage Fund Balance (I + II) \$ 41,935.95

V. MVSB Account

05/29/2020	Statement Balance	<u>\$41,935.95</u>
06/30/2020	Statement Balance	\$41,935.95

*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 – roof work less \$9,950 Moose Plate Grant
*TH*** 2019 Town House Expenses – dripline stone & pavers
*TH**** 2019 Town House Rehab Expenses – electrical work less \$9,500 Moose Plate Grant
P Pending

VI. Operating Budget 2020

\$1,000.00

Expenses:

NHPA Organizational Membership	(50.00)
Reimburse K. Ponton for thumbdrive	(8.99)
Reimburse K. Ponton for ink, paper & postage	<u>(108.71)</u>
Balance:	832.31