

**Town of Center Harbor  
Heritage Commission Meeting**

**-Approved 9/17/2020-**

**August 20, 2020**  
Minutes

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: David Hughes (Acting Chairperson), Ginny Fisher, Karen Ponton; Absent: Richard Hanson, David Reilly, Nancy Sapack (Alternate #3), Linda-Lee Scott (Alternate #2), Ann Xavier (Alternate #1)
- II. **Approval of Minutes:** Motion by D. Hughes, seconded by G. Fisher that: The Minutes of July 16, 2020 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** No changes.
- IV. **Unfinished/Continuing Business**
  - A. **Town House Rehab – Painting Project:** The ceiling is finished except for repair of the six (6) damaged ceiling tiles. K. Ponton will pick up a 4' X 8' homasote panel from The Home Depot tomorrow. A. Xavier, N. Sapack and K. Ponton have began painting the interior sashes of the windows with deep red paint to match existing. Matt Towle was able to align the top sash of one of the front windows, but its lower rail will need to be replaced. The window ropes were replaced in the rear stage window; one rope needs to be replaced in the bank of windows; two (2) upper sashes are still painted shut; all other windows operate. D. Hughes suggested chalkboard paint for the blackboard. Plans are to refinish the floor once the interior painting is completed, and re-glaze the windows next year. Future plans for renovation of the woodshed to allow for an accessible bathroom, entrance and access to the main room were briefly discussed. The Commission would also like to invite the Board of Selectmen to visit the Town House, perhaps before one of their meetings, to see the progress made.
  - B. **Town House Artifacts:** G. Fisher plans to look over the artifacts found during the Town House rehab after today's meeting. She is hoping to find a reasonably-priced glass cabinet(s) for their display and to write storyboards about the artifacts.
  - C. **Village School:** K. Ponton reported that work on some of the Schoolhouse doors is pending. D. Hughes asked if the contract for replacing the Schoolhouse roof has been awarded; K. Ponton reported that the Selectmen awarded the contract to DeSalvo Contracting for \$15,250.00.
  - D. **Heritage Fund Report & Request for Reimbursement:** The Commission reviewed the monthly *Fund Report* (attached).
  - E. **Fundraising**
    1. **Do Good Bonus Cards:** K. Ponton reported that *The Common Man* has generously donated 150 *Do Good Bonus Cards*. The expiration date is December 31, 2021. Commission members are asked to promote the *Cards*. D. Hughes suggested asking the Selectmen and Town Moderator about selling the cards outside Town Hall during primary and election voting this year.
    2. **Letter to Donors:** The Commission discussed wording for the annual appeal letter.
- V. **New Business:** None

VI. **Other Business:** N. Sapack is picking up two (2) donated wooden benches and will deliver them to the Town House later this evening.

VII. **Adjournment:** Motion by K. Ponton, seconded by D. Hughes to adjourn at 5:19pm. Passed unanimously.

Respectfully submitted,  
Karen Ponton, Secretary  
att (1)

**Center Harbor Heritage Commission**  
**Heritage Fund Report – August 2020**  
8/16/2020)

**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**

06/30/2020	Statement Balance	<u>\$41,935.95</u>
07/31/2020	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 misc. supplies

( 31.58)

Reimburse K. Ponton for thumbdrive

( 8.99)

Reimburse K. Ponton for ink, paper & postage

(108.71)

Balance:

800.73