

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 11/19/2020-

September 17, 2020

Minutes

- I. **Call to Order:** Meeting called to order at 4:32pm. Present: David Hughes (Acting Chairperson), Ginny Fisher, Richard Hanson, Karen Ponton, Nancy Sapack (Alternate – Voting), Linda-Lee Scott (Alternate), Ann Xavier (Alternate); Absent: David Reilly. Member of the Public: Tom Ploszaj, resident.
- II. **Approval of Minutes:** Motion by N. Sapack, seconded by G. Fisher that: The Minutes of August 20, 2020 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** No changes.
- IV. **Unfinished/Continuing Business**
 - A. **Town House Rehab**
 1. **Painting Project:** Homasote panel for ceiling repair is onsite; A. Xavier will check with Matt Towle about his availability. Interior window sashes have been painted. All windows now open, but the window ropes for 3 sashes are broken in the large bank of windows. All ropes show some wear and will eventually need to be replaced. The Commission expressed its thanks to Alice Field and Tyler Driscoll for donating 4 window weights from their home to use for spares, when needed. Plans are to clean the windows before closing the building for the season: N. Sapack offered to help. Thus far, \$681.54 has been spent on the Painting Project. R. Hanson indicated he hoped some of the other Town Commissions and Boards might start meeting at the Town House next year.
 2. **Invitation to Selectmen:** The Commission discussed plans to invite the Selectmen and the Town Office staff to visit the Town House before the next Selectmen's meeting (possibly September 30th or October 7th at 6:00pm) and see the progress made. K. Ponton will check on the date. G. Fisher will display some of the artifacts and give a short presentation on the history of the building and work completed. Light refreshments will be served, with Commissioners providing the following:
 - D. Hughes – Cider
 - G. Fisher – Hot plate
 - L. Scott – Tomato soup cake and table decorations (mums and pumpkins)
 - A. Xavier – Cookies or cupcakes
 - N. Sapack – Table and tablecloth
 - K. Ponton – Bottles of water.
 3. **Town House Floor:** K. Ponton reported many floor refinishing companies are already booked through the Spring 2021. Konopka Floors is interested and suggested they be called back in February 2021.
 4. **LCHIP Annual Documentation Report** – As a reminder, this required report is due by December 31st.
 5. **Other:** N. Sapack thought that our Town House would make a good story for *NH Chronicle*, and offered to contact them.
 - B. **Town House Artifacts:** G. Fisher reported that many of the display cases she is considering are out of stock. She offered to donate a plexiglass display case she has, but it

needs to have a base built and she does not have those carpentry skills. It was suggested that M. Towle be asked; perhaps this could be a project for his shop class at the high school. G. Fisher offered to work with him and his students on the design. R. Hanson said he could mention this to the School Board. A. Xavier asked about displaying the DAV poster; G. Fisher will order hooks for hanging pictures that simply attach to the crown molding.

C. Village School

1. **Roof:** The status of the Moose Plate Grant for the roof is pending.
2. **Other Repairs:** Repairs were made at the Schoolhouse, but it is not known what these repairs entailed. R. Hanson and K. Ponton will stop by the School after today's meeting to have a look at the exterior.

D. Heritage Fund Report & Request for Reimbursement: The Commission reviewed the monthly *Fund Report* (attached) and the MSVB statements for July and August. Motion by G. Fisher, seconded by N. Sapack: To reimburse K. Ponton \$204.65 for Town House materials and printer ink. Passed with K. Ponton abstaining.

E. Fundraising

1. **Do Good Bonus Cards:** The Commission briefly discussed promoting the cards as stocking-stuffers this year. D. Hughes suggested that this be posted on the Town House and the Heritage Commission facebook pages, noting that the cards are available from any Commissioner.
2. **Annual Appeal/Letter to Donors:** K. Ponton anticipates mailing the annual appeal letter by the end of the month.

V. New Business

A. Historic Cemeteries in Center Harbor: The Heritage Commission received an email from a resident asking whether repairs were made to historic gravestones damaged in the blizzard of 2018, as some are still broken or the repair has failed. The resident also questioned who is responsible for maintaining historic cemeteries. The resident was referred to the Town Board of Selectmen. R. Hanson recommended the Commission ask this item be placed on the Selectmen's meeting agenda.

B. Proposed 2021 Budget: Consensus was to request \$1,000.00 for the Commission's 2021 operating line item.

C. Proposed Warrant Article: Out of sensitivity to taxpayers during this unprecedented time, it was the consensus of the Commission to propose a Warrant Article requesting \$2,500.00 for the Heritage Fund at the 2021 Town Meeting, instead of \$5,000.00.

VI. Other Business: Tom Ploszaj, a candidate for the NH House of Representatives representing Center Harbor and New Hampton, briefly addressed the Commission.

VII. Adjournment: Motion by R. Hanson, seconded by D. Hughes to adjourn at 5:45pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

Center Harbor Heritage Commission
Heritage Fund Report – September 2020
(09/13/2020)

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		
	100.00		
LCHIP Incentive	200.00		
Donation Jar	<u>1.00</u>		
\$ 37,317.64			<u>\$ 22,392.03</u>

III. Town House Rehab

IV. Heritage Fund Balance (I + II) \$ 42,035.95

V. MVSB Account

07/31/2020	Statement Balance	\$41,935.95
08/25	Deposit	<u>100.00</u>
08/31/2020	Statement Balance	\$42,035.95

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	<u>(108.71)</u>
Balance:	800.73