

**Town of Center Harbor  
Heritage Commission Meeting**

**-Approved 4/15/21-**

**March 18, 2021**  
Minutes

- I. **Call to Order:** Meeting called to order at 4:31pm. Present: Chairperson David Hughes (at 4:45pm), Ginny Fisher, Richard Hanson, Karen Ponton, Ann Xavier, Nancy Sapack (Alternate-via speakerphone), Linda-Lee Scott (Alternate-voting for D. Hughes), Absent: Rachel Xavier (Alternate)
- II. **Approval of Minutes:** Motion by R. Hanson, seconded by L. Scott that: The Minutes of February 11, 2021 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** Discussion of *Item B.1. Floor Refinishing* postponed until D. Hughes arrived.

**IV. Unfinished/Continuing Business**

A. **Town Meeting Wrap-up:** The Commission was honored for its work on the rehabilitation of our 1843 Town House with “before” and “after” photos featured on the cover of the 2020 Annual Town Report and by the Report's dedication: “In grateful recognition of the tireless volunteers who helped restore the Center Harbor Town House.” The Selection also presented the Commission with a plaque that will be hung at the Town House. The Commission expressed its appreciation to Town residents for appropriating \$2,500.00 for the Heritage Fund.

**B. Town House Rehab**

1. **Refinishing Floor:** A. Xavier met with Paul Woodman of Woodman Floor Sanding (Gilford, NH) at the Town House on February 19<sup>th</sup>. He quoted \$3,500.00 for sanding and refinishing main room, stage, stairs and closets with three (3) coats of semi-gloss, oil-modified polyurethane. Both A. Xavier and K. Ponton spoke with Larry Konopka of Konopka Floor Sanding. He recommended a lead test be done before he comes to look at the floor, as his company cannot work on the floor if lead is present. K. Ponton will arrange for the test. Consensus was to use Woodman Floor Sanding for the project. A. Xavier will ask P. Woodman to put the Town House on their schedule for this Spring.
2. **Front Porch:** A. Xavier will follow up with Matt Towle about minor repairs to the porch railing. Also, some of the paint is peeling, so the porch will need to be repainted afterwards.
3. **Windows:** The *Intent to Apply* form for a 2021 Moose Plate Grant to help fund this project was submitted to NHDHR and approved. K. Ponton will start preparing the grant application in the next few weeks.

C. **Town House Artifacts:** G. Fisher will plan to meet with M. Towle when he is at the Town House about possibly building a plinth for the artifact display case.

**D. Village School**

1. **Roof Filial Repair:** The filial is being repaired by Asquam Carpentry in Center Harbor.
2. **Chimney Repair:** Pending.
3. **Life Safety Recommendations:** The Commission reiterated the importance of the life safety recommendations in the *Building Conditions Assessment Report* being addressed as soon as feasible. In addition to public safety, the Commission is concerned about the possible loss of the historic wood building in a fire. D. Hughes suggested that Fire Chief Manville be asked to have a fire safety inspection performed at the Schoolhouse.

E. **Heritage Fund Report & Request for Reimbursement:** The Commission reviewed the monthly *Fund Report* (attached) for February and the MVSBS statements for the past three (3) months. Motion by G. Fisher, seconded by A. Xavier: To reimburse K. Ponton \$160.00 for printer ink and postage. Passed with K. Ponton abstaining.

F. **Fundraising:** K. Ponton reported that she and R. Xavier discussed posting a short video on Facebook to promote the *Do Good Bonus Cards* fundraiser. R. Xavier hopes to have the video up in the next few days. She also volunteered to collect the donations and arrange pick up or delivery of the *Cards* to donors.

G. **Barn Preservation Awareness**

1. **Barn Survey:** R. Kipphut recently surveyed the ca.1880s Holtzman barn on College Road. The survey of the ca.1950s Whalen barn on Route 25 was not transferred to the new parcel that was created when the property was sub-divided in 2019. CAI will be asked to make the correction when the Town GIS maps are updated this year.

2. **NH Preservation Alliance Barn Tour:** NHPA Project Director Beverly Thomas met with K. Ponton and R. Kipphut via zoom.us on March 4<sup>th</sup>. The Alliance is hopeful that the tour of Center Harbor barns can take place this Fall, and has resumed planning. As before, most of the work will be done by the NHPA. The speaker is confirmed. B. Thomas will contact the Congregational Church, but depending on the pandemic, an outdoor tent may be used. D. Hughes mentioned the Fire Station as another possibility. The Commission will help identify possible barns and provide some assistance on the day of the tour.

V. **New Business**

A. **Appointment of Chairperson and Secretary:** Motion by D. Hughes, seconded by A. Xavier that: G. Fisher be appointed Chairperson. Passed unanimously. Motion by R. Hanson, seconded by D. Hughes that: K. Ponton be reappointed Secretary. Passed unanimously.

B. **NH Preservation Alliance Annual Membership Renewal:** Motion by R. Hanson, seconded by D. Hughes: To authorize payment of \$50.00 for renewal of annual membership in the NH Preservation Alliance. Passed unanimously.

C. **Other:** R. Hanson suggested the Commission resume meeting at the Town House when the weather is warmer. In addition, he plans to invite the Selectmen to hold one of their meetings there.

VI. **Other Business:** None.

VII. **Adjournment:** Motion by D. Hughes, seconded by A. Xavier to adjourn at 5:27pm. Passed unanimously.

Respectfully submitted,  
Karen Ponton, Secretary  
att (1)

**Center Harbor Heritage Commission**  
**Heritage Fund Report – February 2021**  
(3/13/2021)

I.	<u>Balance on December 31, 2020</u>		<u>\$ 47,105.27</u>
II.	<u>Donations &amp; Fundraising</u>		
	\$50.00 *		50.00
III.	<u>Town House Rehab</u>		
IV.	<u>Village School</u>		
V.	<u>Heritage Fund Balance</u>		<u>\$ 47,155.27</u>
VI.	<u>MVSB Account</u>		
	1/29/2020 Statement Balance	\$47,105.27	
	2/26/2021 Statement Balance	<u>\$47,105.27</u>	
	Reconciliation (+ \$50 under II. above)		<u>\$ 47,155.27</u>
VI.	<u>Operating Budget 2021</u>		\$1,000.00

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*Notes: P = Pending*