

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 5/20/21 -

April 15, 2021

Minutes

- I. **Call to Order:** Meeting called to order at 4:32pm. Present: Chairperson Ginny Fisher, Dave Hughes, Karen Ponton, Ann Xavier; Absent: Richard Hanson, Nancy Sapack (Alternate), Linda-Lee Scott (Alternate), Rachel Xavier (Alternate).
- II. **Approval of Minutes:** Motion by D. Hughes, seconded by K. Ponton that: The Minutes of March 18, 2021 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** K. Ponton asked that *Heritage Inventory/GIS Map* be added.
- IV. **Unfinished/Continuing Business**
 - A. **Town House Rehab**
 1. **Refinishing Floor:** A. Xavier texted Paul Woodman of Woodman Floor Sanding (Gilford, NH) on March 18th; he'll confirm a date as soon as the weather is warmer to refinish the floors. A 3M Instant Lead Test was conducted on the floor, which showed that no lead is present.
 2. **Front Porch:** A. Xavier reported that Matt Towle asked about a budget for the porch repair. Precedent has been that the Commission pays for materials when volunteers are donating labor. A. Xavier will ask M. Towle to provide an estimate for replacing the temporary 2" X 4" that is supporting the railing on the parking lot side of the porch with a small baluster(s) built similar to the existing. The Commission is hoping this work can be completed this summer.
 3. **LCHIP Incentive Payment:** The \$200.00 LCHIP incentive payment for submitting the *Annual Monitoring Report* on the Town House on time has been received and deposited.
 4. **Moose Plate Grant Application:** K. Ponton has begun preparing the grant application. Commission members and others are being asked to write letters of support to refurbish the Town House windows. The letters are optional this year.
 5. **Other:** Road Agent Jeff Haines reported via email that the pest control company recently treated for mice at both the Town House and the Village School. The company will be back to treat for ants when the weather is warmer. The Commission thanked J. Haines for keeping on top of this matter.
 - B. **Town House Artifacts:** G. Fisher will call M. Towle to discuss building a plinth for the artifact display case.
 - C. **Village School**
 1. **Roof Filial Repair:** K. Ponton reported that Asquam Carpentry in Center Harbor is donating the work to repair the filial.
 2. **Chimney Repair:** K. Ponton reported that Dave Cutter is not physically able to repair the chimney. He suggested the name of another local masonry company.
 3. **Life Safety Recommendations:** K. Ponton will ask the Selectmen at their next meeting to address the Life Safety recommendations in the *Building Conditions Assessment Report*.
 4. **Other Repairs:** The Selectmen issued an RFP for repairs to three (3) wood casement windows and installation of a wood screen door at the Schoolhouse. The RFP includes that the contractor must abide by the *Secretary of the Interior Standards for Rehabilitation of Historic Structures*.

D. Heritage Fund Report & Request for Reimbursement: The Commission reviewed the *Fund Report* for March (attached) and the monthly MVSB statement. Motion by D. Hughes, seconded by A. Xavier: To reimburse K. Ponton \$15.24 for the lead test and wood filler. Passed with K. Ponton abstaining.

E. Fundraising

1. **Do Good Bonus Cards:** The Commission expressed its sincerest appreciation to R. Xavier for promoting the *Do Good Bonus Cards* in a video on her Facebook page, which generated \$1,160.00 in donations. So far, the *Bonus Cards* have raised \$1,350.00; only 7 cards are left to be "sold."
2. **50/50 Raffles:** The Town Band concerts may be held this summer but on an abbreviated schedule. K. Ponton will ask the Selectmen at their next meeting for permission to hold our annual 50/50 raffles during the concerts.

F. Barn Preservation Awareness

1. **Barn Survey:** The Commission has received an updated copy of the ca.1880s Holtzman barn survey from Rick Kipphut. It will be added to the online Heritage Inventory/GIS Town map.
2. **NH Preservation Alliance Barn Tour:** G. Fisher, K. Ponton and R. Kipphut plan to do a "drive-by" tour of possible Center Harbor barns for the tour with NHPA Project Director Beverly Thomas on April 28th.
3. **RSA 79-D:** K. Ponton recently spoke with two (2) barn owners, who had questions about their barns, and provided them with information about RSA 79-D *Discretionary Preservation Easements*. The barns owners had been referred to the Commission by Aimee Manfredi-Sanschagrin at the Town Office. RSA 79-D encourages the preservation of historic New Hampshire barns and other agricultural buildings. D. Hughes shared that Sandwich regularly sends information about RSA 79-D to barn owners in that town, and suggested the Commission might consider doing the same thing in Center Harbor.

G. Heritage Inventory/GIS Heritage Map: K. Ponton will forward updates regarding the Holtzman and Csendes (formerly Whalen) barns to CAI before the end of the month. There are no other updates at this time.

V. New Business

- A. **Site for Next Meeting:** Consensus of the Commission was to resume meeting at the Town House, starting with the May 20th meeting, weather-permitting.
- B. **Other:** None.

VI. Other Business: None.

VII. Adjournment: Motion by K. Ponton, seconded by D. Hughes to adjourn at 5:24pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

Center Harbor Heritage Commission
Heritage Fund Report – March 2021
(4/12/2021)

I. <u>Balance on December 31, 2020</u>		<u>\$ 47,105.27</u>
II. <u>2021 Town Appropriation</u>		<u>2,500.00^P</u>
III. <u>Donations & Fundraising</u>		
Donations	\$ 50.00	
Bonus Cards	1,110.00 ^P	
LCHIP Incentive	200.00	<u>1,360.00</u>
IV. <u>Town House Rehab</u>		
V. <u>Village School</u>		
VI. <u>Heritage Fund Balance</u>		<u>\$ 50,965.27</u>
VI. <u>MVSB Account</u>		
2/26/2021 Statement Balance	\$47,105.27	
3/5-29/21 Deposits	250.00	
3/31/2021 Statement Balance	<u>\$47,355.27</u>	
Reconciliation (+\$2,500 +1,110.00 under II & III Above)		<u>\$ 50,965.27</u>
VI. <u>Operating Budget 2021</u>		\$1,000.00
NHPA Annual Dues		50.00
Reimburse K. Ponton for Ink & Postage		<u>160.00</u>
Balance		790.00

Notes: P = Pending