

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 8/26/21-

July 15, 2021

Minutes

- I. **Call to Order:** Meeting called to order at 4:35pm at the Center Harbor Town House. Present: Chairperson Ginny Fisher, Dave Hughes, Karen Ponton, Ann Xavier, Nancy Sapack (Alternate-Voting); Absent: Richard Hanson, Linda-Lee Scott (Alternate), Rachel Xavier (Alternate); Members of the Public: Karen and Peter Benoit, residents.
- II. **Approval of Minutes:** Motion by A. Xavier, seconded by D. Hughes that: The Minutes of June 10, 2021 be approved as written. Passed.
- III. **Order of Agenda & Additional Items:** K. Ponton asked that *Memorials for Ken Ballance and David Reilly* and the *Lakeview Cemetery* be added to the Agenda.
- IV. **Unfinished/Continuing Business**
 - A. **Town House Rehab**
 1. **Refinishing Floor:** K. Ponton and A. Xavier met with Zach Lunt of NH Wood Flooring, LLC on June 23rd at the Town House about refinishing the Town House floors. Z. Lunt has experience with old floors in historic buildings, and will be refinishing the floors at the Meredith Library. The Town House floors would be scheduled for this Fall. The Commission reviewed and discussed his proposals for using a commercial-grade waterborne finish (\$5,270.00) or a hardwax oil finish (\$5,757.00). Motion by D. Hughes, seconded by A. Xavier: To contract with NH Wood Flooring, LLC to refinish the Town House floors using a hardwax oil finish. Passed unanimously. Motion by D. Hughes, seconded by A. Xavier: To authorize payment of the 50% (\$2,878.50) down payment to NH Wood Flooring, LLC. Passed unanimously.
 2. **Porch:** G. Fisher, K. Ponton and A. Xavier met with Matt Towle on July 19th at the Town House to review what minor repairs are needed for the front porch. He will prepare an estimate for materials and labor.
 - B. **Town House Artifacts:** G. Fisher reported she purchased materials (i.e. lumber, brackets, etc.) to modify one of the stage panels for vertical display space.
 - C. **Village School**
 1. **Repairs :** Repairs authorized by the Selectmen at the Village School related to life safety/fire code issues (i.e. removing inward-swinging screen door, installing exterior stairs at the rear emergency exit, emergency lighting and signage, fire alarm testing, etc.) are in process so the historical society can safely open the building to the public this summer.
 2. **Building Sign:** G. Fisher reported she received an email from Roland Garland asking that the Heritage Commission pay to replace the existing building sign (owned by the historical society and which they had repainted in 2017) with a new one, similar to that at the Town House. The Commission declined as this new sign would be a conjectural feature that is not permitted by *Secretary of the Interior Standards for Rehabilitation of Historic Properties*. G. Fisher will notify R. Garland.
 - D. **Heritage Fund Report:** The Commission reviewed the *Fund Report* for June (attached) and the monthly MVSBS statement.
 - E. **Fundraising - 50/50 Raffles:** A. Xavier reported that the first raffle of the season will be held tomorrow evening during the Town Band concert. N. Sapack confirmed she will be there

to help. Commissioners volunteering for the remaining raffles are:

- July 23 – D. Hughes and R. Hanson
- July 30 – G. Fisher
- August 6 – K. Ponton
- August 13 – D. Hughes

F. Barn Preservation Awareness - NH Preservation Alliance Barn Tour: K. Ponton reported NHPA Program Director Beverly Thomas is planning to visit the barns that have made the final cut for the barn tour and meet with the owners tomorrow. On a disappointing note, the guest speaker is now unable to participate in person, but is open to giving his presentation virtually. Three (3) Commissioners indicated they may not be available on September 18th to help with the tour. Some concern was expressed about holding the tour this Fall, given continuing uncertainty regarding the pandemic. K. Ponton will share this information with B. Thomas.

V. New Business

A. Meeting with Code Compliance Officer: K. Ponton reported on her June 23rd meeting with newly-hired Code Compliance Officer William Doucette to discuss how work on the Town's historic buildings may impact the Town's eligibility for preservation grants.

B. Memorial for Ken Ballance: The Commission voiced its support for the Selectmen's idea to engrave the bandstand granite steps in memory of K. Ballance, who passed away earlier this year.

C. Memorial for David Reilly: The Commission was saddened to learn that former Heritage Commissioner and chairperson D. Reilly passed away last month. He fiercely loved Center Harbor, and worked tirelessly to help preserve and protect its beautiful historic buildings, especially our 1843 Center Harbor Town House. The family requested donations in his memory be made to the Heritage Fund or the Loon Preservation Committee.

D. Lakeview Cemetery: K. Ponton reported the Selectmen discussed needed repairs to the iron gate and gravestones at Lakeview Cemetery during their July 14th meeting. They would like to fund some of the work with donations and grant monies, and asked the Commission to explore grant opportunities that may be available.

E. Morse Cemetery: Having been referred to the Commission by a Town employee, K. Benoit asked for clarification about who is responsible for maintenance of Morse Cemetery, which is on her property. She has been doing some minor maintenance of the grounds which was previously done by her mother-in-law. K. Benoit reported the trees toppled by a severe winter storm in 2017 were removed by the Town but the stumps and branches remain. She was also concerned that one of the damaged gravestones (Hannah Currier) which was repaired at that time has fallen over again and broke. The Commission was sympathetic and referred her to the Cemetery Trustees and the Board of Selectmen. D. Hughes mentioned that some funds may be held in trust for care of Morse Cemetery. G. Fisher thanked the Benois for attending the meeting and invited them to join the Commission.

VI. Other Business: *Building Conditions Assessment Reports* for the Center Harbor Town House and the Village School were distributed to those Commission members who did not have copies.

VII. Adjournment: Motion by A. Xavier, seconded by D. Hughes to adjourn at 6:11pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

Center Harbor Heritage Commission
Heritage Fund Report – June 2021
(7/7/2021)

I. <u>Balance on December 31, 2020</u>		<u>\$ 47,105.27</u>
II. <u>2021 Town Appropriation</u>		<u>2,500.00</u>
III. <u>Donations & Fundraising</u>		
Donations	\$ 50.00	
Bonus Cards	1,420.00	
LCHIP Incentive	200.00	<u>1,670.00</u>
IV. <u>Town House Rehab</u>		
V. <u>Village School</u>		
VI. <u>Heritage Fund Balance</u>		<u>\$ 51,275.27</u>
VI. <u>MVSB Account</u>		
5/28/2021	Statement Balance	\$51,225.27
6/30/2021	Statement Balance	<u>\$51,275.27</u>
		<u>\$ 51,275.27</u>
VI. <u>Operating Budget 2021</u>		\$1,000.00
NHPA Annual Dues		50.00
Reimburse K. Ponton for Ink & Postage		160.00
Reimburse K. Ponton for Test & Wood Filler		<u>15.24</u>
Balance		774.76

Notes: P = Pending