

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 9/19/2022-

July 18, 2022

Minutes

- I. **Call to Order:** Meeting called to order at 4:32pm. Present: Dave Hughes, Karen Ponton, Harry Viens, Nancy Sapack (Alternate-voting); Absent: Chairperson Ginny Fisher, Ann Xavier, Linda-Lee Scott (Alternate), Rachel Xavier (Alternate).
- II. **Approval of Minutes:** Motion by D. Hughes, seconded by N. Sapack that: The Minutes of June 20, 2022 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** "Alternate Resignation" was added.

IV. Unfinished/Continuing Business

A. **July 17th Open House:** Nearly 40 people attended yesterday's Open House. Most were from west Center Harbor. Everyone was favorably impressed with the work that has been done thus far to restore the Town House. Several asked about using the building for meetings. Attendees found the display of artifacts especially interesting, and it spurred lots of discussion. Four (4) *Do Go Bonus Cards* were sold, and an additional \$55.00 in donations was received. The Commission thanked Everett Duren for arranging the donation of a port-a-john for the event.

B. **Fundraising for 2022**

1. **Raffle Volunteers:** N. Sapack reported that G. Fisher will help A. Xavier on July 22, and N. Sapack will help on July 29 and August 5.
2. **Raffle Update:** Thus far, the raffles have raised \$725.00 for the Heritage Fund. Motion by K. Ponton, seconded by N. Sapack: To reimburse A. Xavier \$8.95 for raffle tickets. Passed unanimously.
3. **Do Good Bonus Cards:** D. Hughes "sold" 16 *Do Good Bonus Cards* at Heath's and received \$43.00 in donations. So far, 27 of the 150 cards have been "sold."

C. **Town House Rehab**

1. **Windows Update:** The Window Rehabilitation Project has been completed. Motion by D. Hughes, seconded by H. Viens: To authorize payment of the remaining balance of \$8,123.50 to Starck Historic Windows, Inc. Passed unanimously. K. Ponton will prepare the final report for submission to the NH Division of Historical Resource, as required by the Moose Plate Grant Agreement.
2. **Mini-splits:** Mini-splits have been installed. They were used for the first time at the Open House and kept the building very comfortable on a hot, humid afternoon. Motion by N. Sapack, seconded by D. Hughes: To authorize payment of \$7,393.70 to EcoLectric LLC. Passed unanimously. The installer submitted the rebate request for \$1,000.00 to the NHEC. The rebate is expected by the end of the month.
3. **Folding Tables:** Motion by H. Viens, seconded by N. Sapack: To reimburse K. Ponton \$218.15 for two (2) folding tables and printer ink. Passed with K. Ponton abstaining.
4. **LCHIP Site Visit:** An LCHIP representative conducted a final site visit of the Town House on June 28, which went very well.
5. **Town House Parking & Driveway Alternative:** The Commission briefly continued its discussion of a possible parking lot on the lower lawn. The area worked well for parking during the Open House. D. Hughes will check with the NH Department of Transportation about a driveway application and the clearance needed to install a berm along Route 3. Further discussion postponed to next meeting.

D. **Heritage Fund Report:** The Commission reviewed the monthly *Fund Report* (attached) and the MVSBS bank statement for June 2022.

E. **Historic Town Cemeteries: Lake View Cemetery:** The Selectmen accepted the Commission's offer to purchase a NH Register of Historic Places medallion for Lake View Cemetery. They asked that the medallion be installed after work on restoring the cemetery is completed. H. Viens reported that Road Agent Jeff Haines is in the process of getting cost estimates for the work; he will check with J. Haines for an update since the Selectmen would like the work done this year.

F. **Village Schoolhouse – Exterior Doors:** Code Compliance Officer Bill Doucette finished building the doors and is awaiting door hardware before installing.

G. **Library Roof:** Postponed to next meeting.

H. **Historical Inventory:** CAI has not yet updated the Historical Resources layer on the Town GIS maps.

I. **Koss Construction Harbor Landing Subdivision:** H. Viens gave a brief status report.

V. New Business

A. **Alternate Resignation:** K. Ponton reported Linda-Lee Scott is no longer able to serve on the Heritage Commission. The Commission expressed its appreciation for her service as an Alternate the past three (3) years and wished her well. The Commission will be seeking another alternate.

B. **Next Meeting:** Given there is no pressing business, the Commission decided to cancel its August meeting. The next meeting will be Monday, September 19 at 4:30pm.

VI. Other Business: H. Viens will ask the Selectmen about holding one of their meetings at the Town House this September.

VII. Adjournment: Motion by D. Hughes, seconded by H. Viens to adjourn at 5:03pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
att (1)

**Town of Center Harbor
Heritage Commission**

Heritage Fund Report – June 30, 2022
(7/11/2022)

I. <u>Balance on January 31, 2022</u>		<u>\$ 51,430.27</u>
II. <u>Donations, Fundraising & Grants</u>		
Bonus Cards	\$ 40.00	
LCHIP Incentive Payment	\$250.00	<u>290.00</u>
III. <u>Town House Rehab</u>		
Starck Historic Windows (First payment)	\$ 8,000.00 <i>P</i>	<u>(8,000.00)</u>
IV. <u>Heritage Fund Balance</u>		<u>\$ 43,720.27</u>
V. <u>MVSB Account</u>		
5/31/2022 Statement Balance	\$51,720.27	
6/30/2022 Statement Balance	\$51,720.27	
Reconciliation (-8,000.00 under IV above)		<u>\$43,720.27</u>
VI. <u>Operating Budget 2021</u>		\$1,000.00
NHPA Annual Dues		(50.00)
Reimburse K. Ponton for Ink		<u>(67.77)</u>
Balance		882.23

Notes: P = Pending