

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 10/17/2022-

September 19, 2022
Minutes

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: Chairperson Ginny Fisher, Karen Ponton, Harry Viens, Nancy Sapack (Alternate-voting); Absent: Dave Hughes, Ann Xavier, Rachel Xavier (Alternate); Members of the Public: Tim Nefores, Josh Pooler.
- II. **Approval of Minutes:** Motion by D. Hughes, seconded by N. Sapack that: The Minutes of July 18, 2022 be approved as written. Passed unanimously.
- III. **Order of Agenda & Additional Items:** No changes or additions.

IV. Unfinished/Continuing Business

A. Town House Rehab

1. **Town House Parking, Fence & Driveway/Lot Option:** The Commission discussed preliminary plans for a proposed gravel parking area on the lower lawn with contractor Josh Pooler. Area that is marked off would accommodate 6-8 cars. J. Pooler will develop a site sketch and cost estimate for Commission's next meeting.
2. **Moose Plate Grant:** The required Final Report has been submitted to NHDHS. The final disbursement of \$4,875.00 has been received and deposited.
3. **NHEC Rebate for Mini-splits:** The \$1,000.00 rebate from NHEC has been received and deposited.
4. **LCHIP Annual Documentation Report:** This required Report is due by December 31, 2022.
5. **Other:** The Energy Committee will be holding their monthly meeting tonight at the Town House.

B. Fundraising for 2022

1. **50/50 Raffles:** This year's raffles raised \$1,151.00 for the Heritage Fund. The Commission expressed its thanks to A. Xavier for organizing the raffles once again and to those who helped her at the concerts.
2. **Do Good Bonus Cards:** Do Good Bonus Cards have raised \$270.00 so far.

C. Heritage Fund Report: The Commission reviewed the monthly *Fund Reports* (attached) and the MVS Bank statements for July and August. Motion by G. Fisher, seconded by N. Sapack: To reimburse K. Ponton \$110.43 for NH State Register medallion for Lake View Cemetery and mouse repellent for Town House. Passed with K. Ponton abstaining.

D. Historic Town Cemeteries

1. **Lake View Cemetery:** NH State Register medallion has been purchased and will be installed at cemetery when repairs are completed. H. Viens will follow up on repairs to fence and gravestones at this week's Selectmen's meeting.
2. **Morse Cemetery:** H. Viens will also follow up on gravestone repairs and stump grinding at Morse Cemetery.

E. Village Schoolhouse

1. **Exterior Doors:** Installation pending.
2. **Mold:** The Historical Society reported to the Selectmen that there is a significant mold problem in the building, affecting some artifacts and on some walls. The Commission is requesting that the Town Health Officer investigate whether the mold is a serious health issue and determine if the building is safe for use or if mold remediation is required. H. Viens will bring this to the attention of the Selectmen.

F. **Library Roof:** Missing or damaged slate roof tiles have been replaced; rain diverters have been installed; copper flashing has been placed over the rotunda integral gutter; and a new gutter for over the rear door and downspout were fabricated. Additional work around and to the foundation may be necessary to fully remedy the water/moisture problem in the Library basement.

G. **Historical Inventory:** K. Ponton will follow up with new staff member Linda D'Auria at Town Hall.

H. **Koss Construction *Harbor Landing* Subdivision:** No new information.

V. New Business

A. **Alternate Vacancy:** The Commission is seeking someone to serve as an alternate.

B. **Proposed 2023 Budget:** Consensus was to request \$1,000.00 for the Commission's operating line item.

C. **Proposed Warrant Article:** Discussion postponed to October meeting.

D. **Annual Report:** G. Fisher will prepare the 2022 Annual Report.

E. **Terms Expiring at 2023 Town Meeting:** The terms of G. Fisher, H. Viens and N. Sapack (alternate) will expire at the 2023 Town Meeting. All indicated they wish to continue serving on the Heritage Commission.

VI. Other Business: G. Fisher reported she is redoing the signage for the artifacts currently on display, and is looking for a second display case for the remaining artifacts. The DVA poster will be rehung.

VII. Adjournment: Motion by K. Ponton, seconded by H. Viens to adjourn at 5:49pm. Passed unanimously.

Respectfully submitted,
Karen Ponton, Secretary
atts (2)

**Town of Center Harbor
Heritage Commission**

Heritage Fund Report – July 31, 2022
(8/8/2022)

I. <u>Balance on January 31, 2022</u>		<u>\$ 51,430.27</u>
II. <u>Donations, Fundraising & Grants</u>		
Donations	\$ 98.00	
Bonus Cards	40.00	
	230.00	
Raffles	778.00	
LCHIP Incentive Payment	\$250.00	
		<u>1,396.00</u>
III. <u>Town House Rehab</u>		
Starck Historic Windows	\$ 16,123.50 <i>P</i>	
EcoLectric, LLC	7,393.70 <i>P</i>	
		(23,517.20)
IV. NHEC Rebate for Minisplits		1,000.00
V. <u>Heritage Fund Balance</u>		<u>\$ 30,309.07</u>
VI. <u>MVSB Account</u>		
6/30/2022 Statement Balance	\$51,720.27	
7/11-25 4 Deposits	2,106.00	
7/31/2022 Statement Balance	\$53,826.27	
Reconciliation (-23,517.20 under III above)		<u>\$30,309.07</u>
VI. <u>Operating Budget 2021</u>		\$1,000.00
NHPA Annual Dues		(50.00)
Reimburse A. Xavier for Raffle Tickets		(8.95)
Reimburse K. Ponton for 2 Folding Tables		(218.15)
Reimburse K. Ponton for Ink		<u>(67.77)</u>
Balance		655.13

Notes: *P = Pending*

**Town of Center Harbor
Heritage Commission**

Heritage Fund Report – August 31, 2022
(9/9/2022)

I.	<u>Balance on January 31, 2022</u>		<u>\$ 51,430.27</u>
II.	<u>2022 Appropriation</u> <i>P</i>		<u>5,000.00</u> <i>P</i>
II.	<u>Donations, Fundraising & Grants</u>		
	Donations	\$ 98.00	
	Bonus Cards	270.00	
	Raffles	778.00	
		373.00	
	Moose Plate Grant -Final 50%	4,875.00	
	LCHIP Incentive Payment	250.00	<u>6,644.00</u>
III.	<u>Town House Rehab</u>		
	Starck Historic Windows	\$ 16,123.50	
	EcoLectric, LLC	7,393.70	(23,517.20)
IV.	NHEC Rebate for Minisplits		1,000.00
V.	<u>Heritage Fund Balance</u>		<u>\$ 40,557.07</u>
VI.	<u>MVSB Account</u>		
	7/31/2022 Statement Balance	\$53,826.27	
	8/01&11 Deposits	373.00	
	8/30 Deposit	4,875.00	
	8/31 Transfer to General Fund	(23,517.20)	
	8/31/2022 Statement Balance	\$35,557.07	
	Reconciliation (+5,000.00 under II above)		<u>\$40,557.07</u>
VI.	<u>Operating Budget 2021</u>		\$1,000.00
	NHPA Annual Dues		(50.00)
	Reimburse A. Xavier for Raffle Tickets		(8.95)
	Reimburse K. Ponton for 2 Folding Tables		(218.15)
	Reimburse K. Ponton for Ink		<u>(67.77)</u>
	Balance		655.13

Notes: P = Pending