

**Town of Center Harbor
Heritage Commission Meeting**

-Approved 5/15/2023-

April 17, 2023
Minutes

- I. **Call to Order:** Meeting called to order at 4:31pm. Present: Chairperson Ginny Fisher, Dave Hughes, Karen Ponton, Ann Xavier, Nancy Sapack (Alternate-voting); Absent: Harry Viens, Rachel Xavier (Alternate).
- II. **Approval of Minutes:** Motion by K. Ponton, seconded by D. Hughes that: The Minutes of March 20, 2023 be approved. Passed unanimously.
- III. **Order of Agenda & Additional Items:** None.
- IV. **Unfinished/Continuing Business**
 - A. **Commissioners and Alternate Re-appointments:** The Selectmen reappointed G. Fisher and H. Viens as Commissioners and N. Sapack as an alternate. All need to be sworn in with the Town Clerk as soon as possible.
 - B. **Review Commission's Charge:** The Commission reviewed its charge from the Select Board issued on March 18, 2015 and its Mission Statement dated April 9, 2015.
 1. **Representative/Liaison to Planning Board:** Former Commissioner David Reilly served in this role. G. Fisher will ask Selectmen to have R. Xavier assume this role, as she is already on the Planning Board and is an alternate on the Heritage Commission. R. Xavier is agreeable.
 2. **Liaison to Cemetery Trustees:** G. Fisher will contact newly-elected Cemetery Trustee Mae Williams about the Heritage Commission's willingness to assist the Trustees with maintenance of the Town's historic cemeteries.
 - C. **Town House Rehab & Goals:** The septic system has not yet been designed but this is expected within the next month or so. Further discussion about the parking area is contingent upon receiving the septic design.
 - D. **Heritage Fund Report:** The Commission reviewed the monthly *Fund Report* for March (attached). The \$5,000.00 appropriation for 2023 is included.
 - E. **Fundraising Plans & Goals**
 1. **July 4th 50/50 Raffle:** The Selectmen approved the Commission's request to hold a 50/50 raffle during the Town Band Concert on July 4th. D. Hughes, K. Ponton and A. Xavier volunteered for this fundraiser.
 2. **Do Good Bonus Cards:** The Commission will hold this annual fundraiser at Heath's June 23rd & 24th 10am-2pm, and at Moulton Farm on July 8th 9am-noon. G. Fisher volunteered for June 23rd; D. Hughes for June 23rd and 24th, and A. Xavier for July 8th. K. Ponton has emailed a request for 150 cards to *The Common Man*; response pending.
 3. **Educational Program:** The Commission continues to meet its educational charge by hosting open houses with tours at the Town House and updating the online GIS Town Historical Resources Inventory. There was some discussion about hosting an educational program about selected historic homes in Center Harbor; further discussion postponed to next meeting.
 4. **"Historic Home" Sign:** A. Xavier showed the Commission a sample historic home plaque that she painted, which could be a possible fundraiser. She will bring an estimate for the cost of materials, i.e. wooden plaques, paints, to the next meeting. Sale of the plaques could be announced in a newspaper article(s) and at the *Do Good Bonus Cards* events. D. Hughes offered to see if Sutton House might be used on the sample sign; G. Fisher also offered her home, which is the former Garnet Hill Grange #206, and

volunteered to help A. Xavier paint the plaques. Further discussion and planning postponed to next meeting.

F. **Historical Resources Inventory:** The Commission was contacted by John and Connie Kieley by after they saw the Mead House listed on the Town's online GIS Historical Resources Inventory. The Kieley's purchased over 40,000 bricks, granite and many interior components from the Mead House when it was demolished, and used the materials in 1999-2002 to reconfigure their home in Temple, NH. The Commission was delighted to know that the much of the Mead House is still in New Hampshire. The Kieley's also offered to send the Commission additional information and photos of the original Mead House and their renovated home. The Inventory will be updated with this information and photos, and corrected to indicate that the Mead House was not rebuilt in Connecticut.

G. **Schoolhouse Doors:** Pending installation.

V. **New Business**

A. **Koss Project & Public Hearing, April 26th 6pm:** Commissioners are encouraged to attend, as well as to publicize the hearing to friends and neighbors.

B. **Oral Histories:** G. Fisher suggested contacting Plymouth State University.

C. **Coe House Remodel:** Apparently, the Coe House is being further remodeled to permit additional seating. The Commission expressed concern that the remodel might compromise the historic integrity of the building, noting that some of the building's character-defining shutters have already been removed. The Coe House is part of our historic village district, which is recognized on the *Federal Register of Historic Places*.

D. **Other:** N. Sapack suggested copies of the 1860 Woodford map and the 1892 Hurd map, both of which show the Town House, be displayed at the Town House. In addition, certain artifacts related to the historic use of the Town House might be included, such an old ballot box. She is also looking into the cost of a NH state flag and a US flag.

VI. **Other Business**

A. **Reminder:** The Spring 2023 Planning & Zoning Virtual Conference is being offered by the NH Office of Planning & Development on Saturday, April 29th. It has a track for Historic Commissions.

B. **Fourth Annual Center Harbor Roadside Clean-up:** Carol Sullivan is coordinating this event this year, planned for the week of April 16-22. Commissioners are welcome to pitch in on the road(s) of their choice. Email C. Sullivan at chec@centerharbornh.org.

VII. **Adjournment:** Motion by A. Xavier, seconded by D. Hughes to adjourn at 5:59pm. Passed unanimously

Respectfully submitted,

Karen Ponton, Secretary
att (1)

**Town of Center Harbor
Heritage Commission**

Heritage Fund Report – March 31, 2023
(4/7/2023)

I. <u>Balance on December 31, 2022</u>		<u>\$41,807.07</u>
II. <u>2023 Appropriation</u>		\$5,000.00
III. <u>Donations, Fundraising & Grants</u>		
IV. <u>Town House Rehab</u>		
V. <u>Heritage Fund Balance</u>		<u>\$46,807.07</u>
VII. <u>MVSB Account</u>		
2/28/2023 Statement Balance	\$41,807.07	
3/30 Deposit	5,000.00	
3/30/2023 Statement Balance	\$46,807.07	<u>\$46,807.07</u>
<u>Operating Budget 2023</u>		\$1,000.00
NHPA Annual Dues		<u>(85.00)</u>
Balance		915.00

Notes: P = Pending