

MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REGULAR MEETING
April 12, 2016

THE WAYNESVILLE BOARD OF ALDERMEN held a regular meeting on Tuesday, April 12, 2016 at 6:30 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

A. CALL TO ORDER

Mayor Brown called the meeting to order at 6:30 p.m. with the following members present:

Mayor Gavin Brown
Alderman Gary Caldwell
Alderman Jon Feichter
Alderman Julia Freeman
Alderman LeRoy Roberson

The following staff members were present:

Mike Morgan, Interim Town Manager
Woodrow Griffin, Town Attorney
Amie Owens, Town Clerk

The following media representatives were present:

Mary Ann Enloe, the Mountaineer

1. Welcome /Calendar/Announcements

Mayor Gavin Brown welcomed everyone to the meeting and noted that there had been several highlighted additions to the calendar including:

- Special called meeting for budget discussion
- Several dates related to the town manager hiring process
- April 25 – Haywood County Council of Governments Meeting

Interim Town Manager Mike Morgan requested that the board members choose a date for their budget review. Following discussion and noting that Alderman Freeman would be out of town May 6 – 15; it was decided that Tuesday, May 3, 2016 at 6:30 p.m. would be the date for this special called meeting.

2. Adoption of Minutes

Alderman Caldwell made a motion, seconded by Alderman Roberson, to approve the minutes of the March 22, 2016 regular meeting, as presented. The motion carried unanimously.

B. PRESENTATION

3. Presentation by Dan Pezzoni with Landmark Associates for the Historic Preservation Commission application for addition to the National Register

Elizabeth Teague, Development Services Director, thanked the Historic Preservation Commission (HPC) Chairperson, Sandra Owen and member Ann Melton for being at the meeting and highlighted their commitment to researching the historic resources in Waynesville. She noted that the next offering in the HPC speaker series, *Haywood Ramblings*, would be on May 5 at 4:00 p.m. in the Board Room and the topic was Boarding Houses and Hotels, presented by Ms. Melton. Ms. Teague also introduced Annie McDonald who is a preservation specialist from the State Historic Preservation Office in Asheville who has been a great resource and added that Ms. McDonald can help to answer questions that may arise from the presentation.

Ms. Teague introduced Dan Pezzoni with Landmark Preservation Associates and reminded the board that he was chosen via bid process to assist the HPC with their application for addition of Greenhill Cemetery to the National Register. She provided brief biographical information for Mr. Pezzoni including his holding of undergraduate and graduate degrees in architecture from Virginia Tech and served as an architectural historian with the Virginia Department of Historic Resources (State Historic Preservation Office). Mr. Pezzoni has completed preservation, documentation, designation, and publication projects in Virginia, North Carolina, Nevada, Kansas, Kentucky, Alabama, North Dakota, South Dakota, New York, Pennsylvania, Washington state, and West Virginia. Mr. Pezzoni is also considered an expert in funerary art.

Mr. Pezzoni provided photographs and information regarding Greenhill Cemetery's attributes that would be considered as part of the application process including: age of the cemetery, type of funerary art (angels, carvings, etc...), the archway at the entrance to the cemetery, the types of markers used (materials specific to different eras) and the historical significance related to the area. He noted that the newer modern areas in the cemetery would not be included in the application.

Mayor Brown thanked Mr. Pezzoni for his presentation and asked what the process would be moving forward. Mr. Pezzoni answered that Ms. McDonald would receive the application first for review and then it would be submitted at the state level. Mayor Brown inquired if it was likely that Greenhill Cemetery would be accepted. Mr. Pezzoni commented that while he could not definitively say yes, Greenhill is unique and historically significant which is part of the criteria for such addition to the National Register.

Ms. McDonald provided a more detailed explanation of the application process noting that this is actually a two-step process – first at the state level and then at the national level. The first step is to have the state committee to put the site on the study list. A study list designation requires a vote by a committee from across the state and recommendations from staff. Generally, no site is on the list without a good chance of getting the designation. Ms. McDowell added that while cemeteries are difficult to list, Greenhill's funerary art is very unique and that it is top for its significance and integrity.

The process is to get the nomination application to Ms. McDowell who can take up to 30 days to review. The application is then forwarded to Raleigh where the state committee will have 30 days to review and make recommendations. The goal is to get the drafts completed and submitted to the National Registry Review Committee in Washington, D.C. in October. Ms. McDowell noted that the

national review usually produces results within two months. Notification related to acceptance should be received by December.

Alderman Roberson questioned whether there were any restrictions related to the cleaning of the stones (i.e. moss or mold). Ms. McDonald noted that there were no requirements or regulatory burden on the property owners; however, there are guidelines available from the National Park Service and other resources for caring for headstones.

Alderman Feichter inquired if the same would apply to Greenhill Cemetery arch. Ms. McDonald noted that there are recommended treatments for metals for long term use and she recommended getting guidance from National Park Service and series of documents called Preservation Briefs. Alderman Feichter questioned if there were maintenance guidelines for Public Services staff. Mayor Brown interjected that the staff are taking care of the cemetery as well as they can. Ms. McDonald noted that Jennifer Cathey, another staff member in Asheville has previously worked with the HPC and would be a good resource for Public Services staff.

Mayor Brown thanked Mr. Pezzoni, Ms. McDonald, Ms. Owen and Ms. Melton for helping to keep history alive for the town of Waynesville. He also commended Mary Ann Enloe on her presentation about Hazelwood last week.

C. NEW BUSINESS

4. Street Closure – Whole Bloomin’ Thing Festival

Mayor Brown explained that the Town had received a request from The Historic Frog Level Merchants’ Association for their Whole Bloomin’ Thing Festival their annual street sale and festival on Saturday, May 7, 2016 from 5:30 a.m. until 5:30 p.m. The request is that Commerce and a portion of Depot Streets be closed for this event. This event serves as the association’s major fundraiser for the year.

Alderman Feichter made a motion, seconded by Alderman Freeman to approve the closure of Commerce Street from Depot to Giles Chemical for the 14th Annual Whole Bloomin’ Thing Festival on Saturday, May 7, 2016 from 5:30 a.m. until 5:30 p.m., as presented. The motion carried unanimously.

5. Request Approval of Contract with Developmental Associates

Mayor Brown noted that there was a copy of the proposed contract included in the board packet and that the agreement seemed straightforward. It outlines the base price and options related to additional costs that the board can choose to do or not do. There were no additional questions or comments from the board.

Alderman Freeman made a motion, seconded by Alderman Roberson to approve the contract with Developmental Associates for services to be rendered for the recruitment, assessment and hiring of a new Town Manager, as presented. The motion carried unanimously.

6. Request Approval of Job Ad for Town Manager Search

Manager Morgan asked board members to review the job ad which would run for the position of Town Manager. Mayor Brown noted that this was much of the same information used previously except the qualification experience had been upped to at least 10 years of experience. Alderman Feichter inquired about the hiring range noted in the ad. Manager Morgan noted that it was equivocal to other municipalities and for individuals with the experience level required. Mayor Brown added that it was approximately 10% more than for the previous hiring.

Manager Morgan noted that the ad in would be published in North Carolina by the League of Municipalities, and South Carolina and Virginia through their municipal organizations. The ad will be on the Town's website. The closing date is May 15, with the assessment center scheduled for June 15 and 16.

The board had no changes or additions to the ad

Alderman Feichter made a motion, seconded by Alderman Roberson to approve the job ad to be used for the town manager search and instructed Manager Morgan to post in various locations. The motion carried unanimously.

D. COMMUNICATIONS FROM STAFF

7. Manager's Report - Interim Town Manager Mike Morgan

Elysinia Avenue Update

Manager Morgan explained that the staff was very close to finishing the Elysinia Avenue Project. Binder would be placed by WNC Paving Wednesday and Thursday with asphalt being completed on Monday, April 18.

Manager Morgan asked the board to consider that there are 25 residents and businesses that have been impacted since the project began. He would like to offer these residents and businesses a two-month credit on the water bill as a gesture of thanks for their patience. For the Town, this is approximately \$2,500. Board Members agreed by consensus and instructed Manager Morgan to inform these residents and businesses.

8. Attorney's report – Town Attorney Woody Griffin

Attorney Griffin had nothing to report

E. COMMUNICATION FROM THE MAYOR AND BOARD

Alderman Caldwell explained that he was approached by representatives from the Community Kitchen in Canton related to their 8th annual golf classic. Proceeds will be used to purchase a building that will be owned by the Community Kitchen. He noted how the town had helped Haywood Pathways and felt that this was a similar helpful organization. Alderman Caldwell recommended a \$500.00 donation which would allow the Town to receive logo on materials and recognition at the event. The event is on Friday, May 13 beginning at 1:00 p.m.

Alderman Feichter commented that the Community Kitchen does good work and helping those who help those less fortunate benefits us all. Alderman Feichter recommended increasing the sponsorship to the next level of \$1,000.00. Alderman Freeman added that it is important to be actively involved with the community of non-profits in Haywood County.

Alderman Caldwell made a motion, seconded by Alderman Feichter to sponsor the Community Kitchen's 8th annual golf classic at the level of \$1,000.00, as presented. The motion carried unanimously.

Mayor Brown explained that an announcement would be made soon that Waynesville had received a nomination as Best Mountain Town in America by Outside Magazine. This is an online social media voting opportunity. There is no cost to the Town for this nomination and the Town will be posting on their website and social media. The official notification should be received on Friday.

F. ADJOURN

There being no further business to discuss, Alderman Caldwell made a motion, seconded by Alderman Freeman to adjourn the meeting at 7:20 p.m. The motion carried unanimously.

ATTEST

Gavin A. Brown, Mayor

Michael J. Morgan, Interim Town Manager

Amanda W. Owens, Town Clerk