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AGENDA REGULAR MEETING

HISTORIC PRESERVATION COMMISSION
TOWN OF WAYNESVILLE
CONFERENCE ROOM 16 SOUTH MAIN STREET
FEBRUARY 3, 2016
WEDNESDAY, 2 PM

A. CALL TO ORDER:

1. Welcome/Announcements
2. Adoption of Minutes
 - **Motion:** *January 6, 2016 meeting minutes as presented [or as corrected]*

B. BUSINESS ITEMS:

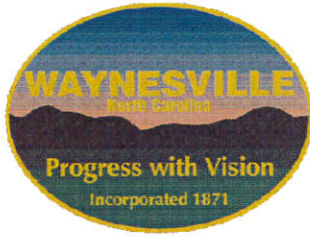
1. Report and recommendation from Section Committee on Consultant for National Register Nomination for Greenhill Cemetery.
2. Report from Historic Commission Speaker Series Committee.

C. COMMUNICATIONS FROM STAFF

1. Tour of Francis Mill scheduled for May 4, 2:00pm.

D. CALL ON THE AUDIENCE

E. ADJOURN – *The next Meeting is scheduled for March 2, 2015, 2:00pm.*



TOWN OF WAYNESVILLE

Historic Preservation Commission

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**Development Services
Director**
Elizabeth Teague

Chairman
Sandra Owen
Board Members
Ann Melton (Vice)
Joanna Swanson
Coley Bartholomew
Bette Sprecher
Peter Sterling
Glenn Duerr
Ronald Sullivan

REGULAR MEETING HISTORIC PRESERVATION COMMISSION TOWN OF WAYNESVILLE MUNICIPAL BUILDING 16 SOUTH MAIN STREET JANUARY 6, 2016

Members present:

Chairman Sandra Owen
Coley Bartholomew
Peter Sterling
Alex McKay
Ron Sullivan
Bette Sprecher
JoAnna Swanson
Ann Melton

Also present:

Development Services Director, Elizabeth Teague
Deputy Clerk, Eddie Ward

Absent:

Glenn Duerr

A. CALL TO ORDER:

1. Welcome and announcements

Chairman Owen called the meeting to order at 2:00 pm, and welcomed everyone. She also welcomed the newest member of the Commission, Alex McKay. She said the Commission was very fortunate to have Mr. McKay, and his enthusiasm for Waynesville's history. Mr. McKay said he was honored to have been appointed to the Historic Preservation Commission. He said his family had been here a long time, and he is very passionate about history.

2. **Adoption of Minutes**

A motion was made by Commission Member Peter Sterling, seconded by Commission Member Coley Bartholomew, to approve the minutes of the December 2, 2015 meeting as presented. The motion passed unanimously.

B. BUSINESS ITEMS:

1. **Report on RFP and responses: Designate selection committee**

Chairman Owen asked Development Services Director Elizabeth Teague to report on the RFP (Request for Proposals) that was sent to a list of qualified consultants obtained from the State of North Carolina. These requests are for the purpose of developing and submitting a nomination to the Federal Register for Green Hill Cemetery, and were sent out before Thanksgiving. As of January 6, 2016, the Commission has received five proposals in response. In putting together the RFP the Commission looked at the standard proposal requirements for anyone doing a nomination to the National Register. There was also a requirement added for expertise in funerary art as a result of the direction of the State Staff.

Ms. Teague said she would like to have interested Commission members involved in the selection process and asked for volunteers. Commission members Ann Melton and Coley Bartholomew volunteered to assist Ms. Teague with the process. Commission Member JoAnna Swanson asked if any of the consultants were local. Ms. Teague said there were two submittals from Asheville. When asked if the consultants could be interviewed, Ms. Teague said that if there were two that the Commission liked, and no decision could be made between them, interviews could possibly be arranged.

2. **Report and assignments from Historic Commission Speaker Series Committee**

Chairman Owen said she had spoken with Ms. Mary Ann Enloe and asked her about speaking in the series. Ms. Enloe agreed and is looking forward to it. Ms. Enloe will be the fourth speaker in the series. Commission Member Alex McKay said he would help with any of the technology for the speakers.

Chairman Owen suggested contacting Ms. Tanna Timbes as a speaker in a future series, and possibly organizing a tour of the Francis Mill. Commission Members agreed contacting Ms. Timbes was a good idea.

Vice Chairman Ann Melton stated she would not be able to present her speech on March 3, 2016, and asked if she could be rescheduled for May 5, 2016. Commission Member Ron Sullivan agreed to do his presentation on March 3, 2016. Ms. Enloe will be asked to reschedule for April 7, 2016.

The Winter/Spring Speaker Series is as follows:

February 4, 2016	Vicki Hyatt
March 3, 2016	Ron Sullivan
April 7, 2016	Mary Ann Enloe
May 5, 2016	Ann Melton

Ms. Teague stated that Becky Johnson from The Smoky Mountain News, and Vicki Hyatt from The Mountaineer, had expressed interest in doing news articles in conjunction with the Speaker Series. Ms. Teague will follow up with both newspapers about printing articles for the series.

Commission Member Peter Sterling brought everyone's attention to a list of tasks he has prepared and asked for volunteers for each of the tasks for the February 4th meeting.

1. Publicity and Public Relations prior to February 4, 2016

Commission Member Coley Bartholomew volunteered to be in contact with Vicki Hyatt from the Mountaineer, and Becky Johnson from Smoky Mountain News, concerning publicity and advertisement. Commission Member Joanna Swanson suggested placing an article in the Asheville Citizens also.

2. Logistics (including technical support)

Ms. Teague stated that the Board room is already equipped with microphones, a screen that a power point can be shown from, and a lap top. The speakers will need to work with staff by providing their presentation on a jump drive, CD or email. Staff will run the lap top during the presentation. Ms. Teague and Commission Member Coley Bartholomew volunteered to contact Vicki Hyatt to let her know that staff will help her with any technical issues she has with her program and get her biography information for a poster.

3. Hospitality with speaker

Commission Members Bette Sprecher and JoAnna Swanson volunteered for hospitality with speaker. Commission Member Sprecher asked if there was a budget for refreshments. Ms. Teague said she would look into the budget for Development Services to see if monies could be allotted for this program. Mr. Sprecher and Ms. Swanson decided they would get together later and discuss refreshments for the event.

4. Introduction of program and speaker

The Commission decided by consensus that introductions of the program and the speaker should be done by Chairman Owen. Commission Member Peter Sterling said this would include an overview of the Speaker Series and the speakers. Chairman Owen said she would like to ask other members to help with introductions.

5. Wrap up and Assessment

Commission Member Peter Sterling said this assessment was a very important part of the program because it involved getting back with the speaker and talking about the success of the program, and discussing improvements that could be made. He volunteered to conduct the wrap up and assessment.

There was discussion among the Commission Members about the length of time for the speakers. Everyone thought 20 to 40 minutes was sufficient for the programs. Chairman Owen urged the members to advertise the series by word of mouth so the future series can include not only Waynesville, but Haywood County. A suggestion was made by Commission Member Coley Bartholomew to have a sign up sheet at the entrance of the board room for names or emails so updates can be sent concerning future events of the Historical Preservation Commission. Commission Member Alex McKay volunteered to oversee the handling of the sign up sheet. He also said he would advertise the Speaker Series on Facebook to groups that are interested in the History of Waynesville.

3. Properties of interest:

Clark House on 145 Shackford Street (Buffalo Lane)

Chairman Owen stated that there wasn't anything else to be accomplished with this property. Ms. Teague had tried to call the owners to see if photographs could be taken of the interior of the house, but they could not be reached.

Coffey Hardware Store on Main Street

Chairman Owen suggested calling and inviting the owners, Ms. Eleanor Coffey, and Ms. Kristen Coffey to attend the Speaker series. Commission Member Peter Sterling stated a Master Plan was needed before approaching the Coffey's about their property. The plan should include protection of the property and benefits from the Town. Ms. Teague said the Commission and the property owners would need to work with the Board of Aldermen for any benefits that might be offered from the Town. Commission Member Alex McKay and Chairman Owen stated they would be in contact with the Coffey's and try to set up a meeting with them for discussion about the history of the store, and possibly moving forward with other ideas.

C. COMMUNICATIONS FROM STAFF

Ms. Teague stated that on Saturday, January 23, 2016 at 10:00 a.m., the Haywood County Historical Society will have a meeting the Haywood County Public Library in Waynesville, and they have asked Ms. Teague to speak about the Historical Preservation Commission. She said she would hopefully have the opportunity to advertise to the Historical Society about the Speaker Series.

D. CALL ON THE AUDIENCE

No comment.

E. ADJOURN

With no further business, a motion was made by Commission Member Bette Sprecher, seconded by Commission Member Coley Bartholomew to adjourn at 3:06 p.m. The motion passed unanimously.

Eddie Ward, Deputy Clerk

Sandra Owen, Chairman

Haywood Ramblings

Presented by:

The Town of Waynesville Historic Preservation Commission

A speaker series on the historic buildings, characters and people of Waynesville and Haywood County.

The first Thursday of each month from February through May, 4 - 5pm,

At the Town of Waynesville Board Room, 9 South Main Street.

In case of snow, the event will be automatically rescheduled for the following Thursday,
on the second Thursday of the month.

Waynesville in the 1960s presented by Vicki Hyatt

Thursday, February 4 from 4 to 5pm

Vicki Hyatt began working at The Mountaineer in 1996 and has been the editor since 2003.

“If Rails Could Talk:” Logging in Western North Carolina

presented by Ronald Sullivan

Thursday, March 3 from 4 to 5pm

Ronald Sullivan is a hiker and historian who has researched and written on the logging companies and sawmill towns in Haywood County.

“Growing up in Hazelwood” presented by Mary-Ann Enloe

Thursday, April 7 from 4 to 5pm

Mary Ann Enloe is a life-long Hazelwood resident, former mayor and Haywood County Commissioner, and was a founding member of the Haywood County Arts Council.

“The Old Ways: Dowsing, Healing, and Knowing the Signs”

presented by Ann Melton

Thursday, May 5 from 4 to 5pm

Ann Melton retired as Superintendent of Madison County Schools, has a PhD from the University South Carolina, and has written 8 books on Waynesville and Haywood County history.

Town of Waynesville, North Carolina

828-452-2491

