TOWN OF BOONE
HISTORIC PRESERVATION COMMISSION
ADVISORY MEETING MINUTES
June 2, 2026, 3:00 pm
Planning & Inspections Department & WebEx Video Conferencing

Historic Preservation Commission Members Present: Vardell Smyth-Chair, Bettie Bond-Vice-Chair, Krystal Carter, and Bennie Gaetano

Town Staff Present: Jessica Mitchell-Advanced Planning Specialist, Virginia Roseman-Council Member Liaison (via WebEx), and David Pedersen-Board Clerk

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Call to Order

Chair Smyth called the Boone Historic Preservation Commission meeting, held in the Planning & Inspections Conference Room at 680 West King Street, Suite C, and via WebEx to order at 3:02 pm.

Adoption of Agenda

Commission Member Carter made a motion, seconded by Vice-Chair Bond, to adopt the agenda as presented.

Vote: Aye – 4
Nay – 0

The motion passed.

Approval of Minutes

Vice-Chair Bond made a motion, seconded by Commission Member Carter, to approve the May 5, 2026, Historic Preservation Commission Advisory meeting minutes.

Vote: Aye – 4
Nay – 0

The motion passed.

Work Plan Recap

Ms. Mitchell opened discussion of a recap of the HPC Advisory Work Plan FY2026-2027, displaying it on the screen. She stated that the HPC had already met the CLG (Certified Local Government) training requirements for the year by attending the in-person training in Hickory, NC.

She reiterated that the Stoneman's Raid item on the work plan had been completed, finalized with the unveiling ceremony. She informed HPC that the items assigned to herself, Appendix D Revisions and the Jones House Historic Landmark Designation, were currently pending. She stated that the Boone/Kraut Creek Marker or Watauga Kraut Factory item was in progress, with Town Council having approved the marker text; additionally, the fabrication company (Sewah Studios) has the marker information provided by Ms. Mitchell. She stated that the Ice House Alley Marker was pending work from former HPC Chair and Town Council member, Dr. Eric Plaag, noting a possibility of an update by the end of the year. For the Historic District Light Pole Banners item, Ms. Mitchell stated that with the newly adopted Town Branding, this item may be budget dependent, and that she would inquire about this considering Town Council's current review of the budget. She stated that the Tobacco Industry Marker would come after finalization of the currently pending projects. She stated that the rest of the items were still on hold.

Vice-Chair Bond inquired specifically about the status of the Boone Cemetery Survey, with Ms. Mitchell answering that the project would be dependent on the review and consolidation of resources.

Chair Smyth inquired to confirm whether Boone/Kraut Creek was out of the purview of the HPC for the present, which Ms. Mitchell confirmed, adding that she would provide updates when available. Additionally, once the marker was ready for an unveiling ceremony, then the HPC would be involved.

Vice-Chair Bond then inquired specifically about the Winklers Creek Dam Historic Marker, with Ms. Mitchell responding that it was on hold until Town Council moves forward with that site.

Council Member Gaetano arrived at 3:18 pm.

Public Comment

Jae Furman, of 767 Whispering Hills Rd. in Boone was introduced for Public Comment. Mr. Furman stated that he had recently moved to Boone with the goal of restarting the High Country chapter of the Friends of the Blue Ridge. He stated that the group's goal is to provide assistance with relevant local public projects which might include Habitat Restoration, pollinator garden installation, historic site restoration, or public programming. He spoke further, giving example of previously completed projects and local projects they could be potentially involved with.

Council Member Liaison Roseman joined the meeting at 3:18 pm.

The HPC thanked Mr. Furman for his introduction and information, and noted that Town Council would have to approve collaboration on projects. Ms. Mitchell also encouraged him to seek a Town Council requested appearance through the Town Clerk's office or speak at the upcoming Town Council meeting on June 10, 2026. The HPC and Ms. Mitchell provided Mr. Furman with other relevant contacts in the Town of Boone, many of whom he had previously introduced himself to. Ms. Mitchell and the HPC reiterated their thanks for Mr. Furman's time and information.

Mr. Furman left the meeting at 3:28 pm.

Ms. Mitchell briefly summarized the meeting so far for Commission Member Gaetano and Council Member Liaison Roseman.

Clawson Burnley Park Interpretive Panel – Project Introduction

Ms. Mitchell opened the topic by pointing out that research which would help with creating the panel was included in the HPC's meeting packet. She stated that Town Council had given direction for the HPC to create a panel that would introduce the two mayors, describe why the park is named for them, and outline their accomplishments. She stated that a starting point would be the "Hall of Fame Reports" from the Watauga Historical Society, as presented in the packet and available online.

Chair Smyth inquired whether there was any marker guidance yet, such as word count or size. Ms. Mitchell replied that the dimensions would be the same as the previous (Stoneman's Raid and Boone Cemetery) marker panels. She noted that word counts for those panels were 278 (Stoneman's Raid), 215 (Boone Cemetery panel at the gate entrance), and 245 (Boone Cemetery panel inside at the crest) words, so a similar word count with graphics/photos would likely be appropriate. The HPC agreed that this research was sufficient for the time being.

Certified Local Government Federal Year 2024-2025 Reporting

Ms. Mitchell introduced this topic by directing the HPC to packet page 15, which contained the CLG letter from the NC State Historic Preservation Office (SHPO). She noted for the HPC that it is the review letter affirming CLG status.

Certified Local Government Training Recap and Discussion

Ms. Mitchell opened this topic for discussion with the HPC regarding the in-person training in Hickory, NC. Chair Smyth noted that he felt much of the information wasn't new, but there were refined takes and other perspectives on said information. Commission Member Gaetano noted the value of hearing about processes from other municipalities.

Ms. Mitchell noted the "Community Engagement" session, stating that she thought it provided good ideas for the HPC in the future, specifically mentioning the example of a public scanning day held by the City of Greensboro, NC. The HPC discussed the details of the idea and agreed it could be a valuable future opportunity for community engagement in Boone - both with the Town HPC and other community partners - providing value to the public, who might not have the opportunity otherwise. Commission Member Carter suggested that connecting with Mark Coltrain at Appalachian State University, who may have insights and resources to provide.

Ms. Mitchell noted a few more details about the CLG event, discussing helpful aspects/highlights of some of the specific sessions. She specifically stated that she felt the idea of a sample Certificate of Appropriateness case could be useful for future Board Orientations. The HPC agreed and discussed the session briefly.

Ms. Mitchell brought up a previous question from Chair Smyth regarding why the Town of Boone wasn't a nationally registered Historic District. She informed the HPC that according to SHPO, it was due to Boone not having enough structures in original condition to qualify.

Within this discussion, Ms. Mitchell also informed the HPC that the Jones House roof replacement was permitted and could be expected soon.

Updates on Watauga Kraut Factory Marker

This item was previously discussed under the HPC Work Plan Recap.

Statement of Conformity Report

Ms. Mitchell opened this item by directing the HPC to Packet page 17, which contained the SOC Report. There was only one item - 222 Howard St - which had already been approved by Town Staff and was underway. She stated it was a like-for-like replacement of a non-visible portion of roof, including skylight installation and other small elements.

Ms. Mitchell provided an update on the 680 W King St (Boone Post Office/Planning & Inspections Office) HVAC work, noting that installation was complete but painting of the installed gas line conduit was pending.

Other Matters

Chair Smyth noted to the HPC that it was Commission Member Carter's final meeting with the HPC, and thanked her for her time and work.

Vice Chair Bond inquired to confirm the date of the next meeting was July 7, 2026. Ms. Mitchell confirmed and reminded the HPC that there would be no June Quasi-Judicial meeting. The HPC discussed upcoming local events before adjournment.

Ms. Mitchell encouraged the HPC to send any material related to the Clawson-Burnley Park panel to her for the next meeting.

Adjournment

Commission Member Carter made a motion, seconded by Commission Member Gaetano, to adjourn the meeting at 4:03 pm.

Vote: Aye – 4
Nay – 0

The motion passed.

Vardell Smyth-Chair

David Pedersen, Board Clerk