

New Castle, Colorado
Historic Preservation Commission Meeting
Monday, August 15, 2022, 6:30 PM

Call to Order

Commission Chair Mari Riddile called the meeting to order at 6:30 p.m.

Pledge of Allegiance

Roll Call

Present	Chair Mari Riddile Commissioner Ruth Fletcher Commissioner Richard Fletcher
Absent	Commissioner Grady Hazelton Alternate Commissioner Tom Fuller

Also present at the meeting was Deputy Town Clerk Remi Bordelon.

Meeting Notice

Deputy Clerk Bordelon verified that her office gave notice of the meeting in accordance with Resolution TC 2020-1.

Conflicts of Interest

There were no conflicts of interest.

Citizen Comments on Items NOT on the Agenda

There were no citizen comments.

Agenda Changes

There were no changes to the agenda.

Items for Consideration

Commission Discussion to Arrange Plaque Ceremony for 151 W. Main St.

Chair Riddile said the president of Ambleside Board as well as Mayor Riddile would like to attend the plaque ceremony. She clarified that Public Works would predrill the plaque and Commissioner Grady would install during the event. Chair Riddile suggested to schedule the ceremony as a workshop for the next HPC meeting on September 19, 2022 at 5:45 p.m. The commission unanimously agreed.

Certified Local Government 2022 Requirements – Chair Riddile

Chair Riddile noted that one commissioner must attend one training per year to maintain the commission's certified local government status. Deputy Clerk Bordelon clarified the webinars listed in the memo were recorded and available to watch at any time. Chair Riddile said she would make an effort to complete that.

2022 Historic Town Survey, September 7th & 8th – Chair Riddile

Chair Riddile announced the dates of the planned survey. Deputy Clerk Bordelon said she would send the commission volunteers the contact information for logistics of assisting with the survey. The commission's contact was Sean Fallon with Pinyon Environmental, Inc.

Commission Discussion of HPC Budget 2022-2023

Chair Riddile commented that there was money remaining to spend for 2022. She said she wanted to have the museum shelves purchased with the remaining funds as well as

the planned museum facility work for electric and heating. Chair Riddile purposed to increase the HPC general fund to three thousand for 2023. She purposed HPC conduct four historic designations for 2023 with a requested budget of six thousand. Chair Riddile purposed to request two thousand on behalf of museum facility maintenance through Public Works and three thousand for the planned videography project for 2023. Chair Riddile noted that the commission may request their planned budget for 2023 but it was not guaranteed to be approved. She also mentioned that she had hoped there would have been more members in attendance for the meeting to assist in establishing the 2023 HPC budget. She asked the commission for any further comments before moving on.

Commission Collaboration of Videography Letter to Historic Families

Chair Riddile requested to pause the discussion due to the absence of Commissioner Hazelton until the next scheduled meeting. She said he had great input in regard to historic families. Commissioner Ruth Fletcher and Commissioner Richard Fletcher volunteered to work on composing the letter and purposed it be reviewed as a draft at the next meeting. Chair Riddile agreed.

Commission Collaboration of New Castle Newsletter Announcements

The commission reviewed the memo of drafted articles and approved unanimously the publication of both the survey article and plaque ceremony announcement with the edit of mentioning the grant in support of the historic town survey.

Consider Approval of July 18, 2022 Minutes

MOTION: Commissioner Ruth Fletcher made a motion to approve the minutes of June 13, 2022. Commissioner Richard Fletcher seconded the motion and it passed unanimously.

Commissioner Comments

Chair Riddile mentioned she had been contacted by the public inquiring about the historic town survey. She said someone was interested in being designated on 7th Street and that person would formally request a designation to the commission in the future. She asked how the results of the survey would reach the public and what to do in the event of many potential designations. Deputy Clerk Bordelon clarified that the results would be posted on the town’s website and a letter would be sent to each property with that information. Deputy Clerk Bordelon said in the event of multiple potential designation properties, the commission would have to plan and prioritize that work similar to the Planning and Zoning Commission.

Adjourn

MOTION: Chair Riddile made a motion to adjourn. Commissioner Richard Fletcher seconded the motion and it passed unanimously.

The meeting adjourned at 7:08 p.m.

Respectfully submitted,



Commission Chair
Mari Riddile





Deputy Town Clerk
Remi Bordelon