

New Castle, Colorado
Historic Preservation Commission Meeting
Monday, September 20, 2021, 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 Riddile Commissioner Rippy Commissioner Sass
Absent	Commissioner Copeland Commissioner Fletcher

Also present at the meeting was Administrative Assistant Remi Bordelon.

Meeting Notice

Admin. Asst. Bordelon verified that the 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

Review: Historic Preservation Commission Resource Binders

Admin. Asst. Bordelon shared with the commission the newly compiled HPC binders to be used as a commission resource for designations, Certified Local Government requirements, municipal code reference, meeting protocols and annual meeting information. She specified true historic designated properties from the binder list *Eligible*

Properties for Historic Designation and clarified those not designated on that list are eligible from the 1996 New Castle Historic Structures Survey. The exact contents reviewed were as follows: Historic Structures Survey Report of 1996, 2021-2022 HPC Meetings Calendar, Commission QuickSheet & Meeting Dialogue, June Memorandum of HPC Training List, CLG Historic Colorado Events (via Zoom), New Castle Municipal Code: Historic Preservation, Eligible Properties for Historic Designation List, Preserving Your Community's Heritage, Colorado Certified Local Government Handbook, Town Maps.

Discussion: Option for an Alternate (purpose, how many alternates needed, selection & rotation rules, circumstances to use an alternate)

Chair Riddile opened the discussion by addressing the need for an alternate and the benefit of keeping a quorum in the event of a missing member. Commissioner Sass and Commissioner Rippy both agreed to the value of an alternate and Commissioner Sass further mentioned Planning and Zoning Commission's already established use of an alternate.

Chair Riddile suggested the option of having two alternates versus the use of one with a selection option of tossing a coin during the absence of a commission member. Commissioner Sass suggested the use of an alternate for cases of recusal as well as member absence and used Planning and Zoning as an example. Chair Riddile agreed and clarified an alternate would be present for the entire meeting.

With two members absent from the meeting, Chair Riddile noted she would like to follow up the discussion with them in a future meeting to hear from the whole commission.

Discussion: Museum Workshop in October 5:30pm (list of needs from the Historic Society to present to Council for 2022 Budget)

Originally scheduled for September, Chair Riddile emphasized the importance of the whole commission being available for the museum workshop and thus explained the rescheduling for October. Chair Riddile noted the needs of Joe and Loraine McNeal of the Historic Society such as: a computer, printer, label maker, heat, running water, storage, etc. She stated the benefits of seeing those needs in person and meeting with the Historic Society in October.

A list of needs will be provided to the commission and shared with Council for the 2022 Budget. Chair Riddile reminded the commission that HPC's annual budget was low and there will probably be more to add for the request submitted to Council.

Commissioner Rippy highlighted the need for brick masonry in the main office space of the museum to which Chair Riddile reiterated a discussion between Jeff Simonson and David Reynolds clarifying the structure of the bricks will not worsen within 10 years. Commissioner Rippy specified that the work needed would be minimal and low cost by simply replacing the powdered bricks instead of the entire wall and was interested in having Forest Keith as an available contractor. If available, Chair Riddile requested Commissioner Rippy to share that information with the commission during the October workshop.

Discussion: Upcoming (potential) Guests in November – Historic Designated Property Owner and Lindsey Flewelling from the Colorado State Historic Preservation Office

Admin. Asst. Bordelon shared with the commission upcoming guests planned for the November 15, 2021 meeting. She stated the first planned guest was a resident that would be sharing their experience as a historically designated property owner. The second planned guest would be the newly appointed Historic Planner of History Colorado, Lindsey Flewelling.

Review: June Minutes for Approval

June 21, 2021 Minutes

MOTION: Chair Riddile motioned to approve the minutes. Commissioner Sass seconded the motion and it passed unanimously with those present.

MOTION: Chair Riddile made a motion to adjourn. Commissioner Sass seconded the motion and it passed unanimously with those present.

The meeting adjourned at 6:50 p.m.

Respectfully submitted,



Commission Chair Mari Riddile



Administrative Assistant to the Town Clerk
Remi Bordelon

