

New Castle, Colorado
Historic Preservation Commission Meeting
Monday, January 15, 2024, 6:30 PM

Call to Order

Commission Chair Mari Riddile called the meeting to order at 6:34 p.m.

Pledge of Allegiance

Roll Call

Present	Chair Mari Riddile Commissioner Richard Parks Commissioner Ruth Fletcher Commissioner Richard Fletcher Commissioner Brandy Copeland Alternate Commissioner Tom Fuller
Absent	

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 2024-1.

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 agenda changes.

Items for Consideration

Commission Discussion: Plans for Historic Designation Outreach and Open House

Chair Riddile said the commission needed to consider an invitation for the open house as well as plan and prepare the informational material for the open house. Commissioner Parks asked if the invitation would solely be sent to specific properties eligible for historic designation. Chair Riddile said the invite could be made available to the general public and liked the idea of having refreshments available to those who attend. Commissioner Copeland suggested including RSVP information so the commission may know how many attendees to expect. The commission agreed to tentatively hold the open house on Thursday, March 14, 2024 at 6:30 p.m. at the New Castle Community Center.

Chair Riddile asked the commission about the design of the invitation. The commission collaborated on design ideas and content details then drafted an invitation for the open house (Exhibit A). Deputy Clerk Bordelon said Charles Engelbert expressed interest to her directly of being historically designated. Chair Riddile recalled that particular property had many modern modifications which made it difficult to consider for a designation, but she said she would like to have Mr. Engelbert attend the open house. Commissioner Ruth Fletcher asked if History Colorado Preservation Planner Lindsey Flewelling would attend

the open house. Deputy Clerk Bordelon said she would contact Ms. Flewelling to inquire about her availability for the open house. Deputy Clerk Bordelon reminded the commission that the open house would be considered a work session and not a formal meeting.

The commission discussed and agreed to advertise the open house to the previously historically surveyed properties of 2023 as well as neighboring properties that were eligible for historic designation. The commission liked the idea of advertising the invitation through social media platforms in order to reach more people. Deputy Clerk Bordelon remarked on the many resources to advertise the open house such as: town website, town newsletter, town Facebook page, etc. The commission agreed to mail individual invitations to specific eligible properties which Commissioner Parks and Alternate Commissioner Fuller agreed to compile and create mailing labels for. Chair Riddile and Commissioner Ruth and Richard Fletcher agreed to assemble the invitations and research History Colorado Tax Credit informational resources. Chair Riddile suggested inviting the owners of New Castle Dental and Eat Bistro to the open house as guest speakers. Deputy Clerk Bordelon said she would reach out to both businesses to schedule guest speakers.

Chair Riddile asked what assistance Deputy Clerk Bordelon could provide. Deputy Clerk Bordelon clarified that, per the role of the Clerk, administrative tasks such as printing and mailing would be available to the commission as a resource. She clarified that all other work on specific commission projects would need to be delegated and assigned to commissioners.

The commission agreed to meet on Tuesday, February 13, 2024 to review materials for the open house before mailing the invitations. Deputy Clerk Bordelon said she would reserve the Community Center for the open house.

Consider Approval of October 16, 2023 Minutes

MOTION: Chair Riddile made a motion to approve the minutes of October 16, 2023. Commissioner Ruth Fletcher seconded the motion and it passed unanimously.

Commissioner Comments

Commissioner Parks commented about the videography project and said his son-in-law would be willing to film the interviews. Commissioner Ruth Fletcher said the professor of videography at Colorado Mountain College was interested in assisting with the interviews as well. Chair Riddile remarked that the Jolley family expressed interest in being interviewed.

Adjourn

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

The meeting adjourned at 7:30 p.m.

Respectfully submitted,


Remi Bordelon, Deputy Town Clerk




Mari Riddile, Chair