

**New Castle, Colorado**  
**Historic Preservation Commission Meeting**  
**Monday, July 18, 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 Grady Hazelton Commissioner Ruth Fletcher Commissioner Richard Fletcher
Absent	Commissioner Beth Sass Alternate Commissioner Tom Fuller

Also present at the meeting were Deputy Town Clerk Remi Bordelon, Town Treasurer Loni Burk, Pinyon Environmental Project Manager Sean Fallon, History Colorado Preservation Planner Lindsey Flewelling and members of the public.

**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**

**2022 Grant Deliverables to History Colorado**

Deputy Clerk Bordelon reviewed with the commission deliverables, one through five, staff submitted to History Colorado on July 14, 2022. She commented that the list of properties, deliverable four, to be surveyed are potential designations for the commission to explore after the survey is conducted. Deputy Clerk Bordelon asked Preservation Planner Flewelling to clarify the next deliverables due. Preservation Planner Flewelling said the draft report would be the next item due composed of 10% (6 or 7 properties) of the draft reconnaissance forms. Chair Riddile asked if the commission had any questions before moving to the next item and there were no further questions.

**Meet Pinyon Environmental, Inc. for 2022 History Town Survey**

Chair Riddile introduced Project Manager Sean Fallon with Pinyon Environmental, Inc. Project Manager Fallon spoke of his background and past experience. Chair Riddile asked what the process would look like for surveying a property. He explained he had two field

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historians, Daniel Gilbert and Tamron Weishoff, that would physically go to New Castle to conduct the survey. He explained the field historians would walk Main Street and use their ArcGIS web apps to create a base map while taking any necessary pictures and notes of each property. He said the data collected would then be transferred to an Excel spreadsheet that would be included with their report. Project Manager Fallon mentioned the software they used was very user friendly, making it easy to work with any interested community member volunteers. Chair Riddile asked Project Manager Fallon how many volunteers would be suitable for the survey, and he responded three to five volunteers would be ideal.

Commissioner Hazelton asked when the start date would be and Project Manager Fallon said there was a lot of flexibility, but he could start as soon as August 1, 2022 with most of the project completed by the end of 2022. In winter, he continued, would be the time for final comments/resolutions before the final report is accepted. Chair Riddile asked Deputy Clerk Bordelon if that was enough time to let people know about the survey. Preservation Planner Flewelling clarified there was no specific timeframe for outreaching to residents. Project Manager Fallon remarked that they could put a placeholder for the middle of August 2022 to give the commission enough time to outreach to residents. Chair Riddile said she was more comfortable with the middle of August.

Commissioner Hazelton asked if the survey team was easily identifiable when conducting the survey, and Project Manager Fallon confirmed the survey crew would be wearing matching Pinyon Environmental uniforms with safety vests. Chair Riddile asked the commission if they knew of anyone interested in volunteering. Both Commissioner Ruth and Richard Fletcher expressed interest. Project Manager Fallon said he would put together a tentative project schedule with the initial start date of August 15, 2022.

Chair Riddile asked Preservation Planner Flewelling if she had anything more to add. Preservation Planner Flewelling said she was there for support and to answer any questions the commission may have as well as facilitate the relationship between the consultant and the commission.

### **HPC meeting Schedule during 2022 Historic Town Survey**

Chair Riddile spoke to the commission about the idea of meeting monthly, instead of every other month, during the time of the survey and the commission unanimously agreed.

### **Follow-up Videography Project**

Chair Riddile said she spoke with Kyle Simonson on Saturday night, July 16, 2022. She told the commission that he was very interested in the project but was unclear on what to charge. Chair Riddile asked how the commission could assist Mr. Simonson in determining a monetary value. Commissioner Hazelton proposed to work backwards by considering the commission's budget first, then determining how many interviews the commission wants to conduct and the duration of those interviews. Both Commissioner Hazelton and Chair Riddile commented they were unclear on determining a cost. Commissioner Ruth Fletcher said each interview would probably be an hour. Chair Riddile commented that they need to determine how many people would be interviewed as well. Chair Riddile shared with the commission her draft list of potential families to be interviewed which were: the McNeal

family, the Jolley family, the Rippy family, the Ryden family, Nivea Hiscock, the Manuppella family, the Mattivi family, the Talbot family and Eric Williams.

Commissioner Hazelton proposed a first step of reaching out to the families to determine their interest and involvement in the project. Chair Riddile asked Deputy Clerk Bordelon if she could assist with reaching out to the families to determine who would be willing to be interviewed. Chair Riddile said she would provide Deputy Clerk Bordelon with a list of names to reach out to. Commissioner Hazelton commented that a letter might be best to avoid putting the families on the spot. Chair Riddile agreed and said it would be less work for Deputy Clerk Bordelon.

### **Consider Approval of June 13, 2022 Minutes**

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

### **Commissioner Comments**

Commissioner Hazelton commented the water at the museum was working. Joe McNeal, a New Castle resident and member of the Historic Society, confirmed the museum had water after the replacement of a ball valve. Commissioner Hazelton said he also priced heaters for the museum at the CED electrical supply house in town. He said the items were in stock and he passed that information on to Dave Reynolds. Commissioner Hazelton added that he also priced the work involved with replacing the museum lights with LEDs. Joe McNeal commented that the electric work would need to come first before the heaters could be installed. Commissioner Hazelton said Xcel confirmed that there was adequate electric supply. Chair Riddile asked if the proposed work involved Jim Wirt of Tradesman Electric. Commissioner Hazelton confirmed and said he sent the same information to Mr. Wirt as he had given Dave Reynolds.

Chair Riddile commented on the handout given to the commission inviting them to a historic convention in town on July 27 & 28, 2022. She said she would follow-up with the contact for the Colorado Midland Railroad Historic Society who was hosting the convention.

Chair Riddile asked Town Treasurer Loni Burk if she had any comments before adjourning the meeting. Treasurer Burk inquired about the number of designations and the budget for future designations each year after the town survey. Deputy Clerk Bordelon clarified it roughly cost \$1,000 per designation based on the designation completed in 2022 of 151 West Main Street. Chair Riddile asked Treasurer Burk when she would need an estimate of designations for budget purposes. Treasurer Burk said the end of August, for the purpose of a placeholder in HPC's budget, and Chair Riddile confirmed the commission would decide on a designation number for 2023 in the next meeting held on August 15, 2022. Commissioner Ruth Fletcher asked if the estimated cost for a designation included the cost of a plaque. Deputy Clerk Bordelon clarified it did not.

Chair Riddile asked Deputy Clerk Bordelon about the status of the plaque for 151 West Main Street. Deputy Clerk Bordelon said it was in production and anticipated to be available by the following week. Commissioner Ruth Fletcher proposed holding a ceremony during installation and shared that the school would be hosting a back-to-school

night in August. Deputy Clerk Bordelon reminded the commission that any gathering of three or more commissioners would need to be noticed to the public.

Chair Riddile asked the commission if anyone had any further comments before adjourning.


**Adjourn**

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

The meeting adjourned at 7:05 p.m.

Respectfully submitted,

  
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Commission Chair  
Mari Riddile

  
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Deputy Town Clerk  
Remi Bordelon

