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Town of New Castle
450 W. Main Street
PO Box 90
New Castle, CO 81647

Administration Department
Phone: (970) 984-2311
Fax: (970) 984-2716
www.newcastlecolorado.org

Agenda

New Castle Historic Preservation Commission Regular Meeting Monday, September 20, 2021, 6:30 PM

Call to Order

Pledge of Allegiance

Roll Call

Meeting Notice

Conflicts of Interest

Citizen Comments on Items NOT on the Agenda

-Comments are limited to three minutes-

Agenda Changes

Items for Consideration

- A. Review: Historic Preservation Commission Resource Binders**
- B. Discussion: Option for an Alternate (purpose, how many alternates needed, selection & rotation rules, circumstances to use an alternate)**
- C. Discussion: Museum Workshop in October 5:30pm (list of needs from the Historic Society to present to Council for 2022 Budget)**
- D. Discussion: Upcoming (potential) Guests in November- Historic Designated Property Owner and Lindsey Flewelling from the Colorado State Historic Preservation Office**
- E. Review: June Minutes for Approval**

Adjourn



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Memorandum

To: Historic Preservation Commission
From: Remi Bordelon
Re: Agenda Item: Historic Preservation Commission Resource Binders
Date: 9-20-21

Purpose:

The purpose of this agenda item is to provide the commission with an opportunity to review the newly compiled resource binders for the Historic Preservation Commission. These binders provide resource material that reference the Town Historic Survey, municipal code in regards to HPC, articles and handbooks related to community preservation and the Certified Local Government Program as well as annual information such as scheduled meetings and available trainings/events.

Currently, there is a list of eligible properties for historic designation in this binder. A revised list of actual historic designated properties will be provided as a handout at the next HPC meeting to include in these resource binders for each commissioner.

The exact contents of the Historic Preservation Commission Resource Binders include:

- Historic Structures Survey Report of 1996
- 2021-2022 HPC Meetings Calendar
- Commission QuickSheet & Meeting Dialogue
- Memorandum of HPC Training List
- CLG Historic Colorado Events (via Zoom)
- New Castle Municipal Code: Historic Preservation
 - 2004-6 Ordinance
 - 15.44 Historic Preservation
 - 17.44 Historic Preservation in C-1 Commercial District
- Eligible Properties for Historic Designation
 - *Actual Designation List coming soon.*
- Preserving Your Community's Heritage
- Overview of the Certified Local Government Program
- Colorado Certified Local Government Handbook
- Town Maps

1 **New Castle Historic Preservation Commission Meeting**
2 **Monday, June 21, 2021, 6:30 PM**
3

4 **The public was invited to attend virtually.**

5
6 **To join by computer, smart phone or tablet:**
7 **<https://us02web.zoom.us/j/7096588400>**
8

9 **If you prefer to telephone in:**
10 **Please call: 1-346-248-7799**
11 **Meeting ID: 709 658 8400**

12 **Call to Order**

13 Commission Chair Steve Rippy called the meeting to order at 6:33 p.m.
14

15 **Roll Call**

16 Present Chair Rippy
17 Commissioner Riddile
18 Commissioner Copeland
19 Commissioner Fletcher
20 Commissioner Sass (via Zoom)
21

22 **Meeting Notice**

23 Administrative Assistant to the Town Clerk Remi Bordelon and Town Clerk Melody Harrison
24 verified that their office gave notice of the meeting in accordance with Resolution
25 TC 2020-1.
26

27 **Conflicts of Interest**

28 There were no conflicts of interest.
29

30 **Citizen Comments on Items NOT on the Agenda**

31 A member of the public by the name of John Eldon (Great Grandson of John and Mary
32 Ritter) joined the meeting using the posted Zoom link. He expressed interest in the town
33 and planned to visit at some point but for the purposes of the meeting he was only
34 interested in observing.
35

36 **Items for Consideration**

37 **Elect a Chairperson**

38 **MOTION: Commissioner Steve Rippy motioned to nominate and elect Mari Riddile**
39 **as chairperson and seconded by Commissioner Brandy Copeland. The motion was**
40 **approved with a unanimous vote from the commission.**
41

42 **Elect a Vice Chairperson**

43 **MOTION: Commissioner Copeland motioned to nominate and elect Ruth Fletcher**
44 **as vice chair and seconded by Commissioner Riddile. The motion was approved**
45 **with a unanimous vote from the commission.**

46

47 **Discussion: Museum Improvement Costs and Grant Options**

48 Commissioner Rippy opened the discussion with the question of the contractor's name
49 who did the brick work on the Trimble building to which Clerk Harrison answered
50 Cornerstone Masonry. Commissioner Rippy also mentioned he reached out to the Town
51 Manager of Silt to ask about the contractor working on the brick walling for the Silt bank.

52

53 **Trainings List**

54 Administrative Assistant Bordelon presented the commission with a list of trainings and
55 explained the importance of forwarding certifications of completion back to the office for
56 record keeping and audit purposes. She also mentioned there will be an events list sent
57 out to the commission as well to keep in accordance with CLG requirements.

58 Commissioner Copeland confirmed she attended a training in June. Commissioner Riddile
59 requested Administrative Assistant Bordelon to register her for two trainings in August.

60

61 **Review: March Minutes for Approval**

62 **March 15, 2021 Minutes**

63 **MOTION: Commissioner Riddile motioned to approve the minutes. Commissioner**
64 **Copeland seconded the motion and it passed unanimously.**

65

66 **MOTION: Chair Rippy made a motion to adjourn. Commissioner Riddile seconded**
67 **the motion and it passed unanimously.**

68

69 The meeting adjourned at 6:52 p.m.

70

71 Respectfully submitted,

72

73

74

75

76

77 _____
Administrative Assistant to the Town Clerk

78 Remi Bordelon

(New) Commission Chair Mari Riddile