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Agenda

New Castle Historic Preservation Commission

Monday, January 15, 2024, 6:30 PM

Full packets of HPC meetings are available online by visiting
<https://www.newcastlecolorado.org/meetings>
or by scanning the **QR code** below.

Virtual Meetings are subject to internet and technical capabilities.

To join by computer, smart phone or tablet click [HERE](#)

<https://us02web.zoom.us/j/7096588400>

Meeting ID: 709 658 8400

If you prefer to telephone in, please call: 1-346-248-7799

Be sure to set your phone to mute until called on.



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. Commission Discussion: Plans for Historic Designation Outreach and Open House

B. Consider Approval of October 16, 2023 Minutes

Commissioner Comments

Adjourn

New Castle, Colorado
Historic Preservation Commission Meeting
Monday, October 16, 2023, 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 Richard Parks
	Commissioner Ruth Fletcher
	Commissioner Richard Fletcher
	Commissioner Brandy Copeland
Absent	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 2023-1.

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

Consider Approval of Colorado Local Government (CLG) Annual Report

Deputy Clerk Bordelon shared the material prepared by staff for History Colorado's required annual CLG reporting. She reported the commission met their CLG requirements which included: the commission meets 4 times a year, and one commissioner must attend a CLG qualifying training class or webinar. She expanded that Commissioner Parks attending a Tax Credit Webinar and Commissioner Ruth Fletcher attended a Tax Credit workshop which fulfilled the requirement of the commission's annual training obligation. The commission reviewed the prepared CLG report of their activity and provided comments to the commission questionnaire before approving the report for submission to History Colorado.

MOTION: Chair Riddile made a motion to approve the CLG report for 2023 with provided commissioner comments. Commissioner Richard Fletcher seconded the motion and it passed unanimously.

Commission Discussion: Grant Deliverable, Final Report to History Colorado

Deputy Clerk Bordelon identified the final deliverables due to History Colorado for the subgrant awarded for the downtown historic survey of Main Street. She identified the impressive amount of public outreach the commission achieved in both communication of

the survey being conducted downtown and the promotion of historic designations to interested property owners. The commission reviewed the prepared materials and provided input to the requested commission report comments query.

MOTION: Chair Riddile made a motion to approve the final deliverables for History Colorado with provided commissioner comments. Commissioner Parks seconded the motion and it passed unanimously.

Commission Discussion: Historic Designation Outreach Update

Chair Riddile requested the most recent designation outreach letter be sent to Mike Reiger and Jim Shrull. Chair Riddile proposed to the commission that they organize an open house to the public in early 2024 to discuss and promote historic designations. The commission agreed and requested Lindsey Flewelling attend, if possible, for added support. The commission considered the option of marketing the open house with more inviting tactics such as creating a welcoming invitation.

Commission Discussion: Videography Project

Chair Riddile summarized the families the commission had previously discussed as good candidates for the project. Chair Riddile said that Joe McNeal had agreed to the filmed interview. She stated she felt the commission needed a professional videographer to film the interviews. She said the commission did not request budget money for 2024 for this project. She suggested that the commission consider redirecting some of the HPC budget to fund the videography project. Commissioner Ruth Fletcher suggested investigating resources at the local library, and Chair Riddile said she would talk with them as well as the local high school. Commissioner Ruth Fletcher said she would speak with Colorado Mountain College about the project. Commissioner Parks said his son-in-law had experience in filming school productions and would check if he would be interested in the project.

Consider Work Session for November with Town Attorney and consider cancelling December HPC meeting.

Chair Riddile proposed the commission hold a work session on November 13, 2023 with the Town Attorney for an open meetings review instead of a regularly scheduled November meeting. She also proposed to cancel the December meeting and reconvene in January 2024.

MOTION: Commissioner Parks made a motion to hold a work session on November 13, 2023 and to cancel the regular meetings of November and December. Chair Riddile seconded the motion and it passed unanimously.

Consider Approval of August 28, 2023 Minutes

MOTION: Chair Riddile made a motion to approve the minutes of August 28, 2023. Commissioner Ruth Fletcher seconded the motion and it passed unanimously.

Commissioner Comments

There were no commissioner comments.

Staff Report - 2024 Budget

Deputy Cler Bordelon reported that the requested budget for the commission for 2024 was approved by Council. The request from Council was a total of \$10,000 which would be divided between historic designations (planned for 4 designations in 2024 at \$2,000 each) for \$8,000 and HPC's general fund of \$2,000 for conferences and training opportunities.

104 **Adjourn**
105 **MOTION: Chair Riddile made a motion to adjourn. Commissioner Copeland**
106 **seconded the motion and it passed unanimously.**
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108 The meeting adjourned at 7:20 p.m.
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111 Respectfully submitted,
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118 Remi Bordelon, Deputy Town Clerk

Mari Riddile, Chair