



**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](http://www.newcastlecolorado.org)

## Agenda

### New Castle Historic Preservation Commission

**Monday, May 20, 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. Oaths of Office: Commissioner Mari Riddile and Commissioner Richard Fletcher**
- B. Consider Appointing Commission Chair**
- C. Commission Discussion of Open House and Historic Designation**
- D. Commission Review of Counsel's Proclamation for Historic Preservation Month**
- E. Consider Participating in Town Sponsored Ice Cream Social**
- F. Consider Approval of April 8, 2024 Minutes**

#### Commissioner Comments

#### Adjourn

**OATH OF OFFICE**

STATE OF COLORADO  
COUNTY OF GARFIELD  
TOWN OF NEW CASTLE

I, Richard Fletcher, do solemnly, sincerely, and truly declare and affirm that I will support the Constitution of the United States and of the State of Colorado, and the Charter and ordinances of the Town of New Castle, and faithfully perform the duties as a commissioner of the office of Historic Preservation upon which I am about to enter.

\_\_\_\_\_  
Signature

Subscribed and sworn to before me this 20<sup>th</sup> day of May 2024.

\_\_\_\_\_  
Official Administering Oath

*Professional Assistant*

\_\_\_\_\_  
Title

Town of New Castle,  
P O Box 90,  
New Castle, CO 81647

My Commission expires March 12, 2028

**OATH OF OFFICE**

STATE OF COLORADO  
COUNTY OF GARFIELD  
TOWN OF NEW CASTLE

I, Mari Riddile, do solemnly, sincerely, and truly declare and affirm that I will support the Constitution of the United States and of the State of Colorado, and the Charter and ordinances of the Town of New Castle, and faithfully perform the duties as a commissioner of the office of Historic Preservation upon which I am about to enter.

\_\_\_\_\_  
Signature

Subscribed and sworn to before me this 20<sup>th</sup> day of May 2024.

\_\_\_\_\_  
Official Administering Oath

*Professional Assistant*

\_\_\_\_\_  
Title

Town of New Castle,  
P O Box 90,  
New Castle, CO 81647

My Commission expires March 12, 2028

PUBLIC COMMENT SIGN-UP SHEET - 5/2/24

HPC MEETING Open House

WELCOME, VISITORS!

The Historic Preservation Commission and staff are glad you're attending tonight's meeting!  
Please print the information requested below for items not on tonight's agenda.

Thank you!

Name	Address	Telephone	What do you want to discuss?	Please limit your comments to
<del>KAREN</del> KAREN	1460 S. SHOSHONE ST. DENVER CO 80223	(831) 431-9848	INSURANCE TAX CREDIT	three (3) minutes
Nancy Payne	131 N. 7th St. New Castle	(970) 404-0785	Here to listen	
Alex Polly	1120 Grand Ave. Cleveland Springs Blvd	970 214 2003	Here to learn what I don't know	
Emily Vangorp	702 W. Main St. New Castle			
Kyla Hemelt	P.O. BOX 597 New Castle, CO 81647		To learn	
BEV SEIDEL	720 - 250-7340			
Lauren Roper	116 N. 5th St, NC 214-316-4919			

\*In order to allow everyone the opportunity to be heard and to allow the Commission ample time to conduct all business scheduled at this meeting, the Commission has adopted a policy to limit comments to 3 minutes per person. The Commission may extend this time limit, in its sole discretion. If a group wishes to address the Commission, the group should choose a spokesperson. If you have documents you wish to submit for the record, you must have the original PLUS 7 COPIES for the Commission, Administrative Assistant and Town Administrator. The Commission might not respond to your comments this evening; rather, they might take your comments under advisement and direct them to the appropriate person or department for follow-up, or they may schedule you for a future HPC agenda.

**TOWN OF NEW CASTLE, COLORADO**

**Proclamation**

WHEREAS, the National Trust for Historic Preservation has declared the month of May to be Historic Preservation Month; and

WHEREAS, the theme of the month in 2024 is “People Saving Places, ” celebrating those doing the important work of historic preservation; and

WHEREAS, Chapter 18 of the Town Code, adopted on May 5, 1998, commits the Town to “The protection and preservation of the Town’s architectural, historic and cultural heritage, as embodied in designated historic sites, landmarks and districts”; and

WHEREAS, Chapter 18 established the Historic Preservation Commission to carry out that commitment and care for our historic places; and

WHEREAS, in 2022 the Commission received a \$20,000 grant from History Colorado for a survey of Main Street, evaluating each property’s eligibility for historic designation; and

WHEREAS, on May 2 the Commissioners held a Community Open House for residents to learn about historic designations; and

WHEREAS, this study of historic designation eligibility is but the most recent of the accomplishments of the Commission over the past 26 years;

NOW, THEREFORE, the Town Council of the Town of New Castle proclaims May to be Historic Preservation Month; and

FURTHERMORE, on behalf of the residents of the town, the Council thanks the Commissioners, past and present, for their service to the Town and its heritage.

. Let this Proclamation be entered into the official records of the Town

\_\_\_\_\_  
Art Riddile, Mayor

ATTEST:

\_\_\_\_\_  
Mindy Andis, Town Clerk





**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](http://www.newcastlecolorado.org)

---

## Memorandum

**To:** Historic Preservation Commission  
**From:** Michelle Huster  
**Re:** Consider Participating in Town Sponsored Ice Cream Social  
**Date:** **May 20, 2024**

**Purpose:**

The purpose of this agenda item is for the commission to consider if they would like to be involved in the ice cream social the Town is putting together. The purpose for the ice cream social is to allow the community to ask questions of the government entities. The event takes place on Friday, July 12<sup>th</sup> from 3:00 PM to 5:00 PM at Burning Mountain Park. Those who can attend are encouraged to bring fliers or displays to show the community what the HPC does in New Castle.

What's Happening in New Castle

# ICE CREAM SOCIAL

FRIDAY, JULY 12 3:00 PM - 5:00 PM

## Burning Mountain Park

COME & ENJOY ICE CREAM AND CONVERSATIONS  
WITH THE TOWN AND LOCAL ORGANIZATIONS  
AND FIND OUT WHAT IS GOING ON IN NEW CASTLE

---

COME FOR THE ICE CREAM,  
STAY FOR THE CONVERSATIONS



**New Castle, Colorado**  
**Historic Preservation Commission Meeting**  
**Monday, April 8, 2024, 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  
                  Alternate Commissioner Tom Fuller

Absent

Also present at the meeting was Deputy Town Clerk, Remi Bordelon and Professional Assistant to the Town Clerk, Michelle Huster.

**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**

**Staff Discussion of the Role of the Clerk**

Deputy Clerk Bordelon introduced Michelle Huster, Professional Assistant to the Town Clerk as the newest member of the Clerk's office. Assistant Huster was training to take over the Historic Preservation Commission (HPC) Clerk's duties. Deputy Clerk Bordelon said the clerks could assist the commission with administrative work such as copying and ordering supplies. Deputy Clerk Bordelon explained that Professional Assistant Huster, was in training to take over those duties. Deputy Clerk Bordelon would attend some future meetings to assist with a smooth transition for Professional Assistant Huster as the new clerk for HPC.

**Reminder of Noticing for 3 or more Commissioners**

Deputy Clerk Bordelon reminded the commission when there are three or more HPC commissioners meeting it would need to be noticed to the public.

### **Consider Final Details for the HPC Open House**

The Commission finalized the details for the HPC Open House scheduled on May 2, 2024, at 6:30 p.m. Deputy Clerk Bordelon confirmed Preservation Planner Lindsey Flewelling from History Colorado could attend and would provide handouts. Commissioner Ruth Fletcher would provide refreshments. The commission would arrive at 6:00 p.m. to talk with Preservation Planner Flewelling before the open house. The commission assigned duties for the open house to each other. Deputy Clerk Bordelon reminded the commission that Alternate Commissioner Fuller researched possible historic addresses that were not included in the 2023 Historic Survey of Main Street to invite to the open house. Chair Riddile mentioned Eats Bistro and New Castle Dental should be invited to speak about their historic designations.

**MOTION: Chair Riddile made a motion to approve the final details for the open house. Commissioner Ruth Fletcher seconded the motion and it passed unanimously.**

### **Commission Updates regarding Videography**

Chair Riddile updated the commission about the videography project. The commission completed their first interview with Joe and Lorraine McNeal at Colorado Mountain College (CMC). Commissioner Richard Fletcher and Chair Riddile said CMC agreed to accomplish one videography project per semester with New Castle Residents. Chair Riddile suggested interviewing Steve Rippey or the Jolley family. Commissioner Parks provided an interview release form for written permission from videography subjects when giving an oral interview.

### **Staff Report**

Deputy Clerk Bordelon gave a list of upcoming events. The Town Council was holding a yearly work session with town attorneys on April 16, 2024, at 6:00 p.m. The Town Council would like HPC and the Planning and Zoning Commission to attend. Chair Riddile mentioned there was an HPC meeting scheduled for April 15, 2024, and a work session on April 16, 2024. Deputy Clerk Bordelon asked the commission if they wanted to cancel the April 15, 2024, meeting and the commission agreed. Deputy Clerk Bordelon stated reappointments would also take place on April 16, 2024. Commissioner Richard Fletcher and Chair Riddile were the only two commissioners to submit letters of interest.

Deputy Clerk Bordelon said that May was Historic Preservation Month, and the council was proposing a proclamation to honor Historic Preservation Month at the May 7, 2024 meeting. Chair Riddile, Commissioner Parks and Commissioner Richard Fletcher planned to attend.

### **Consider Approval of January 15, 2024, Minutes**

**MOTION: Chair Riddile made a motion to approve the minutes of January 15, 2024. Commissioner Ruth Fletcher seconded the motion and it passed unanimously.**

### **Commissioner Comments**

Commissioner Parks participated in a webinar called Colorado Heritage for All. He passed out some handouts from the webinar. Commissioner Parks said that History Colorado was recognizing the 150<sup>th</sup> anniversary of Colorado Statehood and putting together a program to include 150 historic places that were previously unrecognized throughout Colorado. Commissioner Parks stated that History Colorado would recognize communities of color, women, LGBTQ, and other minorities that may have been overlooked despite their

significance to the history of Colorado. Commissioner Parks said that History Colorado asked HPCs to look within their communities for minority owned business or properties that may have been overlooked. Commissioner Parks said Colorado Heritage for All would support and help identify communities. Commissioner Parks said they could potentially identify some of the historical minorities as they talk to people at the Open House. Commissioner Richard Fletcher suggested looking into the first-generation families that worked in the mines. Chair Riddile suggested Steve Rippy as a resource, and recommended he be invited to the Open house. Commissioner Parks said the information could be found on History Colorado's Website.

**Adjourn**

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

The meeting adjourned at 7:16 p.m.

Respectfully submitted,

---

Mari Riddile, Chair

---

Michelle Huster, Professional Assistant