

**New Castle Town Council Meeting
Tuesday, October 20, 2015, 7:00 p.m.**

Call to Order

Pledge of Allegiance

Roll Call

Present	Councilor Means Councilor Riddile Councilor Metzger Mayor Gordon Councilor Breslin Councilor Leland Councilor Stuckey
Absent	None

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Town Attorney David McConaughy and members of the public.

Meeting Notice

Clerk Harrison verified that her office gave notice of the meeting in accordance with Resolution TC-2015-1.

Conflicts of Interest

Councilor Stuckey asked to be recused from the Market Study item. The council agreed.

Agenda Changes

There were no agenda changes.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – Town Attorney David McConaughy told the council there were two agreements on the consent agenda that were boilerplate agreements from Alpine Bank that allow electronic transfers. He said he wanted to disclose for the record that Alpine Bank is a client of his firm; however, he had an e-mail from Alpine Bank waiving any conflict of interest as to the agreements. He suggested that the addition of a standard sentence to the end that says "All fiscal obligations of the town are subject to annual budgeting and appropriation." He also suggested

that those two items either be removed from the consent agenda or the statement be included in the motion to approve the consent agenda.

Consultant Engineer – not present

Code Enforcement – not present

Items for Consideration

Consider a Letter of Interest from Dave Schroeder for Appointment to Climate Action Advisory Commission as Chair

Mayor Gordon told the council that they could not appoint a chairperson to CAAC, but they could appoint someone to a seat. He said that the committee would appoint the chair.

Councilor Metzger commented that she did not care for Mr. Schroeder's behavior regarding the solar garden proposal. She felt that the site selection was inappropriate and his behavior was unethical and therefore she could not vote for him.

Mayor Gordon said Mr. Schroeder had not chosen the site for the solar garden

Mr. Schroeder explained that the woman who presented to the council.

He explained his position regarding CAAC and his passion to offset the effects of global warming and climate change

Presentation – Mr. Schroeder said he would be very different represented the town as opposed to representing himself.

Councilor Riddile said there were different views, and he felt the article showed divisiveness and he did not feel the town needed that.

MOTION: Councilor Leland made a motion to appoint Mr. Dave Schroeder to a seat on the Climate Action Advisory Commission. Councilor Means seconded the motion.

Discussion: Councilor Stuckey said there was evidence that climate change was happening, and that mitigation will be necessary. He felt that it was important that individuals assist in the mitigation. He also felt that Climate Action Advisory Commission would play an important role for the town, and that Mr. Schroeder will be an important catalyst in making that happen. Councilor Means felt that although everyone may not agree with Mr. Schroeder's view, it was important that everyone look at both sides. He felt that CAAC should not be made up of 'yes' people, and that a commission with a broad view was good.

The motion passed on a roll call vote: Councilor Metzger: No; Councilor Leland: yes; Councilor Breslin: yes; Councilor Means: yes; Councilor Riddile: yes; Mayor Gordon: no; Councilor Stuckey: yes.

Recess Town Council Meeting, Convene as Local Liquor Licensing Authority

MOTION: Councilor Stuckey made a motion to recess the town council meeting and to convene the local liquor license authority. Councilor Leland seconded the motion and it passed unanimously.

Consider a Hotel & Restaurant Liquor License Application for Lazy Bear Restaurant

Town Clerk Melody Harrison described the application to the town council, explaining the transfer process. She said the applicant was not present, and she was uncertain why. The council asked if they needed to have the applicant present, and Attorney McConaughy said they did not.

MOTION: Councilor Breslin made a motion to approve Resolution TC-2015-15, a Resolution of the Town Council of the Town of New Castle Regarding an Application from Lazy Bear Inc., dba Lazy Bear Restaurant for a Hotel and Restaurant Liquor License. Councilor Means seconded the motion and it passed unanimously.

Consider a Retail Liquor Store Liquor License Application for New Castle Liquors

Clerk Harrison described the application. She explained that both applicants had been fingerprinted, and Scott Gauldin's prints had come back fine. Amanda Gauldin's fingerprints had been returned to the town three times, and that her office had sent the prints in to CBI a fourth time. She suggested that the council could approve the application based on representations made on the license application, or they could continue the application until the next council meeting pending the return of a clear background investigation.

The council spoke briefly with the Gauldins, and welcomed them to New Castle.

MOTION: Councilor Stuckey made a motion to approve Resolution TC-2015-16 - A resolution of the Town Council of the Town of New Castle Approving an Application from New Castle Liquors, Inc. for a Retail Liquor Store License. Councilor Breslin seconded the motion and it passed unanimously.

Adjourn Local Liquor Licensing Authority, Reconvene Town Council Meeting

MOTION: Councilor Breslin made a motion to adjourn the local liquor licensing authority and to reconvene the town council meeting. Councilor Stuckey seconded the motion and it passed unanimously.

Presentation of Public Private Partnership Concept

Town Attorney David McConaughy explained what a public private partnership was, and how they worked. He described how it could apply to the Kuersten Property and what the town wanted to accomplish with a Wellness Campus.

The council and staff discussed public private partnerships as well as other partner and non-partner funding options.

Attorney McConaughy suggested that once the council decided what they wanted the end product to look like, it would help them decide how to go about getting there.

The council agreed they wanted a wellness campus.

Councilor Stuckey left council chambers at 8:09 p.m.

Marketing Strategy – Recommendation & Scope

Administrator Baker told the council that the marketing strategy committee originally consisted of Mayor Gordon, Councilor Leland, Jerry Touslee and himself. Councilor Leland had been in an accident and could not continue on the committee. He reviewed the marketing conversations that the council had with AJ Designs and the year-long process to complete the new website. The website has been complimented repeatedly, and the even the county was trying to model their website after New Castle's. It was now time to put the marketing piece of the website together.

Administrator Baker said the committee had a three-step approach to the selection of a marketing firm. First was to research a list of firms in the general area that could perform the work. Six firms were identified, located from Grand Junction to Eagle. The committee then conducted phone interviews of all six firms. From that, four firms were selected for in-person interviews. After the in-person interviews, the committee identified some important parameters for a scope of work for the marketing project.

- A focused marketing plan that identified who the target audience was, and a list of strategies and tactics to reach that target audience.
- A public relations strategy that utilizes local networks to tell our story
- A larger strategy about creating community awareness
- A strategy that directs people to our website and brings new customers to our existing businesses
- No changes to our website
- Printed materials that continue the high-quality design theme of the website
- An ability to track the return of the investment of the marketing strategy through sales tax and website traffic.

Administrator Baker said that the effort was to attract businesses and have those businesses be successful.

Administrator Baker said that what the committee wanted was permission from the town council to negotiate a scope of work and a budget and contract with Hill Aevium. The documents would come back to the council for approval. Hill Aevium is a marketing company in Eagle, Colorado. The Darneaur Group out of Aspen had a strong public relations component. The committee felt that perhaps the two firms would work with one another to do the project.

The council asked if the two companies would work together, and Administrator Baker said he did not yet know. He said it may or may not work.

Mayor Gordon said that neither he or Administrator Baker were knowledgeable in the marketing field, but that the process they had been going through had fulfilled the obligations of the grant. Administrator Baker said the last obligation of the grant was to spend the grant funds by the end of the year.

The council agreed to allow the committee to negotiate a scope of work and budget and bring it back to the council for approval.

Councilor Stuckey returned to council chambers at 8:31 p.m.

Kuersten Property: Augustana Focus Group List

Administrator Baker asked the council to select people from the list for the focus group. There were twenty or twenty-five people on the list and it needed to be narrowed down to fifteen people. He will send the list to Kathy Kopp of Augustana so she is familiar with the people in the focus group.

Councilor Metzger said she had talked with most the people on the list and she told the council who was interested and available for the focus group.

The council discussed the various suggested members.

Coal Ridge Booster Club Banner Mock-Up

The council chose the set-up for the first banner, using the font from the second banner.

MOTION: Councilor Leland made a motion to approve the layout of the first sample using the font of the second sample. Councilor Riddile seconded the motion and it passed unanimously.

Consent Agenda

Resolution TC-2015-17 - Supporting a GoCo Mini-Grant Application for Pedestrian Bridge Lighting

Resolution TC-2015-18 - Supporting a GoCo Grant Application for the Sports Park

Resolution TC-2015-19 - Supporting a State Trails Grant Application

Resolution TC-2015-20 – Approving Credit Cards

Alpine Bank Credit Card Application

Electronic Banking Service Agreement

Wire Transfer Service Agreement

City Market 3.2% Beer Off-Premises Liquor License

MOTION: Councilor Breslin made a motion to approve the consent agenda, adding the statement "All fiscal obligations of the town are subject to annual budgeting and appropriation." to the Alpine Bank agreements. Councilor Metzger seconded the motion and it passed unanimously.

Staff Reports

Town Administrator – Administrator Baker invited the council to attend a ribbon cutting at 3:00 p.m. at New Castle Liquors, and a second one at 3:30 at Lazy Bear restaurant. He said he would meet with Elisabeth Borden to identify potential developers. He said the new fall photos on the town website looked spectacular. Administrator Baker said he had talked with Russel Talbot about the potential use of their property on Bruce Road, and in 2017 RFTA may need additional park and ride lots. It may not work for the Talbotts, but it was something to keep in mind. Ridership is expected to increase once the bridgework begins in Glenwood Springs. Administrator Baker said he had been receiving calls about the stop sign at the bridge and CR 335, and he explained that it is about safety for pedestrians. He said both Debbie Nichols and Debbie Guccini were working with John Lee on the brochure for the Dubois Memorial. Administrator Baker said he went to a managers

meeting on Friday and Carbondale, Glenwood Springs had about the same economic standing, but west in Silt, Rifle and Parachute it is a different story. Silt was flat with very little new construction, Rifle was down and Parachute was down twenty percent and was projecting to be down thirty percent next year. It does not appear that the economy was in an upcycle as thought. Parachute was looking to marijuana to improve their economy, but it was causing a lot of political upheaval. Town Clerk – Clerk Harrison told the council there were two sample chairs she wanted the council to try out. She intended to purchase all new chairs for the council, and the old ones would go to the small meeting room in the community Center. Administrator Baker said the Councilor Breslin was looking at changing the dais a bit to improve the room. Additionally, the staff dais would change so that the staff did not sit with their backs to the audience. The room would also be painted. Mayor Gordon said the mayor's photographs would likely be moved to provide more wall space. Because the room was also used as a courtroom, they would speak to the judge and prosecutor for their opinion of the room layout.

Clerk Harrison asked if they would try the chairs and let her know which they liked. Administrator Baker said the staff was working on the upstairs area to provide an office for the mayor and councilors, and a small conference room. Mayor Gordon said the space would be very nice once it was complete.

Clerk Harrison said the minutes from the October 6 council meeting were not on the consent agenda because the liquor hearing portion was very lengthy, and the hearing minutes were near-verbatim. Attorney McConaughy would review the minutes as well. Clerk Harrison told the council that the liquor license for Silver Club would expire on October 31, 2015. She also told the council that there was a person who was interested in applying for a liquor license at the same location. Clerk Harrison explained the transfer process. The council asked if Mr. Graby was any kind of a partner in the new license application, and she did not know because the application had not been submitted. Mayor Gordon said he felt that new applicant deserved a chance to prove herself. The council agreed. Clerk Harrison said that she and Deputy Clerk Mindy Andis would be assisting Chief Pagni in testing the applicant for the records clerk position in the police department. She said her department had been assisting the PD as much as they could since they did not have a clerk. Clerk Harrison said the Garden School would be changing their name to the Liberty Classical Academy.

Mayor Gordon told the council that Clerk Harrison had worked very hard to assist Lazy Bear restaurant in getting the suspension changed, and was successful. He thanked her for doing that for them.

Town Planner – not present

Public Works Director – not present

Commission Reports

Planning & Zoning Commission – Councilor Stuckey said that P&Z had reviewed the final plan for a special use permit for the RV Park. There were a number of conditions placed on the application, and it passed four to two. The vote to recommend was tied, which is a yes vote. Councilor Riddile said that the majority of the condominium owners are concerned the RV Park will affect their property values, and they do not want the park there. Councilor Riddile said that one P&Z

commissioner, Les Taylor, had attended none of the hearings, and he felt Mr. Taylor's attendance could have avoided a tie vote. He wanted to know if Mr. Taylor was still interested in being a commissioner. Clerk Harrison said she would look into attendance requirements for P&Z, but it was likely he would have to resign his term. Clerk Harrison said her office had studied the vote requirements and a tied vote actually causes a motion to fail.

Administrator Baker said the RV Park application would come to council in November.

Historic Preservation Commission – nothing to report

Economic Advisory Committee – nothing to report

Climate Action Advisory Committee – Councilor Means said the first meeting will be November 19, 2015.

Senior Program – nothing to report

RFTA – Mayor Gordon said RFTA was concentrating on how to help Glenwood Springs because once the bridge is out, there will be problems.

AGNC – The October meeting had been cancelled, but he would continue to report on the federal findings on the Coos Bay Natural Gas Station.

GCE – Councilor Leland said that GCE had a loan fund for energy improvements for small businesses and for residential. GCE had loaned out almost all that money but had found another funding source.

Council Comments

Councilor Means asked how long the town had been a Tree City, and noted that the signs around town had either nine or ten years posted. Clerk Harrison said she would look into that and make sure the correct years were placed on the signs.

Councilor Riddile said the Board of Directors for the Pyro Memorial met with sculptor in Grand River Park to look at the space. Board member Bill Wentzel was building a website to accept donations.

Councilor Metzger asked about the staff Christmas party. Administrator Baker said Debbie Nichols will begin working on it when she returns from vacation.

Councilor Metzger said she had heard there was a conflict on the Colorow Trail between bikers and hunters. Clerk Harrison said she had heard a similar situation and would find out what the situation with hunters there.

Councilor Metzger asked when flu shots were available. Administrator Baker said on October 23, from 11 to noon at Public Works, and people should bring their medical card.

Councilor Metzger asked if all the council was allowed to attend the Augustana Care meeting. Administrator Baker said it was an open meeting, and the council could come and listen.

Councilor Breslin suggested that the town get more active to persuade the family that owns the little strip of land up cemetery gulch to allow access to BLM.

Councilor Leland said he was happy to hear that the liquor license for Silver Club had not been renewed. He was looking forward to seeing the minutes.

Councilor Leland said there was an invitation to attend focus groups with Garfield RE-2 School District. Administrator Baker said one issue was access to school buildings for events.

Councilor Stuckey asked if there was progress on the LaRoca property. Administrator Baker said there was a developer interested in buying it and the owner had been speaking with the developer. There has also been a pre-application meeting with Planner Cain.

Councilor Stuckey asked if New Hope church would ever get a real sign, and remove the banner. Administrator Baker said the church elders had just given permission for a sign.

Councilor Metzger asked if anyone had seen the article about the Walsenburg development of tiny houses. She thought it was a good idea.

Mayor Gordon told the council was doing a great job, and he felt they were just the best.


MOTION: Mayor Gordon made a motion to adjourn. Councilor Metzger seconded the motion and it passed unanimously.

The meeting adjourned at 9:51 p.m.

Respectfully Submitted,



Mayor Bob Gordon



Town Clerk Melody Harrison, CMC

