

**New Castle Town Council Regular Meeting
Tuesday, January 2, 2024, 7:00 PM**

Call to Order

Mayor Art Riddile called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call

Present	Councilor Mariscal
	Councilor Carey
	Councilor Hazelton
	Councilor Copeland
	Councilor G Riddile

Absent	Councilor Leland
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Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Mindy Andis, Town Attorney David McConaughy, Town Planner Paul Smith, Public Works Director John Wenzel, Police Chief Chuck Burrows and members of the public.

MOTION: Mayor A. Riddile made a motion to approve Councilor Leland absence. Councilor Carey seconded the motion and it passed unanimously.

Meeting Notice

Clerk Andis 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.

Agenda Changes

There were no agenda changes

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney –present for agenda items only.

Consultant Engineer – not present.

Items for Consideration

1 **Discussion: Traffic Calming Techniques**

2 Administrator Dave Reynolds said Public Work Director John Wenzel and Police Chief
3 Chuck Burrows are here to discuss the need for additional Traffic Calming / Traffic Slowing
4 Measures which may be identified in various areas of the town.

5 Director Wenzel said there are 3 E's for traffic control.

6 E: **Educate** – yard signs, leaflets, electronic sign board and participation from
7 residents. Public Works currently have a program in place "Heed the Speed" signs, leaflets
8 and the electric sign board.

9 E: **Enforcement** – Police presence

10 E: **Engineering** – development of subdivisions, design process for roadways, lane
11 widths, bump out, and etc...

12 Director Wenzel said people will drive only as fast as they feel safe doing so. Therefore,
13 limiting the lengths of streets will help slow down speeders. He has also seen painting a
14 center stripe down the road will also help with speeders. Director Wenzel said stop signs
15 would be a more dangerous situation for pedestrians. Because drivers who don't think the
16 stop sign is necessary will roll through it and then it becomes a habit and won't stop or
17 look for pedestrians.

18 Chief Burrows said having police presence in troubled areas does help with speeding.

19 Councilor Carey suggested painting a bump out in a specific location which would create
20 the perception that there was a slowdown need and create a crosswalk. Having paint on
21 the roadway would be the most cost effective.

22 Administrator Reynolds said the town will need to study each case to see what method
23 would work the best. The decision would be up to Chief Burrows and Director Wenzel to
24 identify specific areas and what method would work. It will be a trial and error to figure
25 out what works and what doesn't work.

26 Councilor Hazelton said he would like to see the four-way stop at the intersection of
27 Seventh Street and Second Street addressed. He feels the four-way stop is not effective.
28 The lack of sidewalks in that area is a concern, when there are drivers not paying
29 attention to the stop sign it becomes dangerous for the pedestrians. Possible painting a
30 bike lane on Seventh Street might help slow people down and having crosswalk signage at
31 the new crosswalk at the First Baptist Church might help as well.

32 Councilor G. Riddle said he doesn't want to have much of traffic calming on Castle Valley
33 Boulevard since that is a major roadway. The boulevard was designed to specifically move
34 traffic. He said another option was access control to the street with barricades and see
35 how it works for a month.

36 **Discussion: Update Concerning Regional Migrant Influx**

37 Administrator Reynolds said the council has discuss the recent influx of immigrants to the
38 Western Slope area and begin to better understand the policies, procedures, resources,
39 and partnerships that might be useful when addressing this topic either directly or as a
40 partner agency to a neighboring community. The need for emergency preparedness and
41 the ability to anticipate a crisis may come in many forms. Whether a natural disaster,
42 manmade disaster, or humanitarian crises, the need to look ahead and anticipate future

needs and policies is critical. While most towns and counties have suitable emergency operation plans that are designed to address wildfires, floods, pandemics, biohazards, etc., specific plans and policies that address large influxes of displaced peoples are rare. The goal of discussion is to formulate a plan for studying this issue and developing a pathway to understanding the town's role in addressing large scale immigration challenges. Administrator Reynolds said he does have a meeting set up with the local Pastor's, River Center and Lift-Up to have a partnership and communications with local agencies. Then seeing what resources are available if there is an influx of migrants. Councilor Carey said she did speak with Rob Stein in Carbondale. The Roaring Fork School District will provide 5 dinners per week and there are two new night shelters. Carbondale will be partnering with Recovery Resources in Aspen. The Town of Carbondale had to hire two new staff members to help run the shelters and additional security. The Council directed staff to keep the communication open with local agencies and strictly with Carbondale Official's. Attorney David McConaughy said he agreed with Administrator Reynolds for getting a plan in place and to have resources available. Attorney McConaughy said the town can not ban public camping unless there is a place they can go such as a shelter or another location.

Discussion: Review Affordable Housing Needs

Administrator Reynolds said at the last meeting council had wanted to discuss affordable housing needs in our area and more specifically review the tools that towns may have to increase their local inventory of affordable or obtainable housing. Like many small Colorado communities, New Castle finds itself in a position where housing costs are growing beyond the reach of many who work in and around our community. Recognized as a regional problem for the last few decades, housing prices in relation to average area incomes have created an imbalance of affordability for portions of the area's labor force and many retirees. Towns find that while affordability for their area workforce is critical, the economics of development often lead to unobtainable housing costs for families who are at or below the area median income. Towns also find that zoning restrictions, density requirements, comprehensive plans, owners vested rights, neighboring compatibility, investor goals, and other factors are often at odds with the need for greater affordability.

Historically towns have looked to the following as tools to provide some level of affordability and relief to rising housing costs:

- Developer education and partnerships
- Developer incentives
- Regional housing collaboratives and partnerships
- Private industry partnerships and incentives
- Zoning considerations
- Deed Restricted Properties
- Increased density allowances
- Waived or reduced fees and permit costs
- Mandated affordability targets
- Comprehensive Plan guidance

1 Administrator Reynolds said the town did opt into Proposition 123 which state funding that
2 can help developers with infrastructure costs if they provide a certain element of
3 affordable housing. The Department of Local Affairs (DOLA) is still trying to put together
4 what it would in tail to get funding. He has a meeting with the DOLA rep on Thursday,
5 January 4, 2024.

6 Attorney McConaughy said with Proposition 123 the town's goal was 6 units per year for
7 three years for a total of 18 units. In 2026 will be another commitment to have a "fast
8 track" approval process in place. The "fast track" doesn't apply to subdivisions but will
9 apply to development approval in 90 days from start to finish. In terms of what can been
10 done now. The town doesn't have a formal affordable housing program which would define
11 affordability. The majority of land in New Castle has vested rights which are development
12 rights. The town could provide incentives to the developer to get affordable housing.

13 14 **Discussion: Review of Executive Session Protocol**

15 Administrator Reynolds said this discussion is to allow time for Attorney McConaughy to
16 review the procedures and protocols associated with Executive Sessions. According to an
17 article written for the Colorado Municipal League, certain matters may be discussed by the
18 local public body in executive session but must consider the following:

- 19 • No "adoption of any proposed policy, position, resolution, rule, regulation, or formal
20 action shall occur at any executive session which is not open to the public."
- 21 • Public notice of the meeting should include notice of the proposed executive session.
- 22 • Prior to the beginning of the closed executive session, the general topic should be
23 announced.
- 24 • The body must vote to go into executive session. EXECUTIVE SESSION
- 25 • Discussions in executive session must be electronically recorded.
- 26 • Recording must reflect authority under which the Council met in executive session.
- 27 • Recording may be stopped for a portion of the discussion involving privileged attorney-
28 client communications.
- 29 • No part of the executive session recording shall be open for public inspection, except
30 with consent of the Council or in a legal challenge to Open Meetings Law compliance.

31
32 **Motion: Councilor Hazelton made a Motion at 8:33 p.m. to go into Executive**
33 **Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I)**
34 **regarding the Town Administrator, the Town Clerk and Town Treasurer, and not**
35 **involving: any specific employees who have requested discussion of the matter**
36 **in open session; any member of this body or any elected official; the**
37 **appointment of any person to fill an office of this body or of an elected official; or**
38 **personnel policies that do not require the discussion of matters personal to**
39 **particular employees.**

1 **Councilor Carey seconded the motion and it passed unanimously.**

2
3 Executive session concluded.

4
5 At the end of the executive session, Mayor A. Riddile made the following statement:

6
7 "The time is now 8:55 p.m. and the executive session has been concluded. The
8 participants in the executive sessions were: Councilor Mariscal, Councilor Carey; Mayor A.
9 Riddile; Council Hazelton; Councilors Copeland, G Riddile, Councilor Leland, Town
10 Administrator Reynolds. For the record, if any person who participated in the executive
11 session believes that any substantial discussion of any matters not included in the motion
12 to go into the executive session occurred during the executive session, or that any
13 improper action occurred during the executive session in violation of the Open Meetings
14 Law, I would ask that you state your concerns for the record."

15 No concerns were stated.

16
17 **Consent Agenda**

18 December 19, 2023 Minutes

19 December Bills \$734,548.00

20 K2 Spirits Inc Liquor License Renewal

21 Lazy Bear Restaurant Inc Liquor License Renewal

22 Resolution TC2024-01 – Designating Public Notice Posting Places

23 Resolution TC2024-02 – Waiving the Requirement for Posting Bonds by Certain Town
24 Officers

25 **MOTION: Mayor A. Riddile made a motion to approve the consent agenda.**

26 **Councilor Carey seconded the motion and it passed unanimously.**

27
28 **Staff Reports**

29 Town Administrator – Administrator Reynolds said at the last meeting there was
30 discussion about residents speaking to items not on the agenda and items on the agenda.
31 There was a resolution that was passed in 2019 Resolution 2019-3 creating a "Public
32 Comment Policy". In the policy it stated the policy should be posted. He will have the
33 policy printed and posted on the wall next to where they sign in. Played a video showing
34 people using the ice-skating rink. The rink is closed in the afternoon because the ice gets
35 too soft. With the rink being under the Christmas Tree and with the light from tree people
36 are able to skate at night. The Public Works Department is working on a erosion issue
37 along Elk Creek. Public Works were able to get some boulders to rebuild the bank.

38 Town Clerk – nothing to report

39 Town Treasurer – not present

40 Town Planner – not present

41 Public Works Director – not present.

42
43 **Commission Reports**

44 Planning & Zoning Commission - didn't meet.

1 Preservation Commission – didn't meet.
2 Climate and Environment Commission – didn't meet
3 Senior Program – didn't meet
4 RFTA – didn't meet
5 AGNC – didn't meet
6 GCE – didn't meet
7 EAB – didn't meet
8 Detox – Councilor Mariscal said the next meeting is January 14th on site.
9

10 **Council Comments**

11 Councilor Mariscal wanted to Thank Public Works for all they do. She said she had
12 volunteered at Lift Up food distribution at City Market and it was well worth while doing.
13 She wants to encourage staff to make time for families and to enjoy their time off.
14 Councilor Carey said had spoken with one of the seniors at Lakota Senior Housing and she
15 was very grateful for what the town staff did for Christmas. Councilor Carey said there
16 was a new senior that had been missed. Councilor Hazelton said he had left a couple of
17 extra gifts with the manager.
18 Councilor Hazelton said he and his son had helped deliver the gifts and the seniors were
19 so grateful. Doing a project of gathering Christmas gifts for the seniors is special that staff
20 seen a need and took it upon themselves to help do something about it. He had spoken
21 with the Youth Director of youth ski and hockey in Glenwood Springs. The director will try
22 and donate some ice skates to the town.
23

24 **Items for Future Council Agenda**

25 Decision regarding compensation for Town Administrator, Town Clerk and Town Treasurer
26 position.
27

28 **MOTION: Mayor A. Riddile made a motion to adjourn. Councilor G. Riddile**
29 **seconded the motion and it passed unanimously.**
30

31 The meeting adjourned at 9:11 p.m.
32

33 Respectfully submitted,
34
35
36
37

38 _____
39 Mayor Art Riddile
40
41

42 _____
43 Town Clerk Mindy Andis, CMC
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