



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Erie Historic Preservation Advisory Board

Town Hall - Community Room

Monday, November 17, 2025

6:30 PM

1. Call Meeting to Order – 6:31pm

2. **Roll Call and Verification of Quorum** - Mike Turner, Chair, DeAndrea Arndt, Vice Chair, Melanie Fuller, Secretary, Rachel Folger, Lara Thomas, and Alex Wicks. Absent member: Cesar Jimenez. Quorum achieved. Council members present: O'Connor and Pesaramelli. Others present: Harry Brennan (Town Liaison) and Chad Alexander (Town Facilities).

3. Approval of the Agenda

A. *Vote needed – Lara motioned, Rachel seconded. Unanimously approved.*

4. Approval of Previous Meeting Minutes

A. *Approval of October 27, 2025 - Alex motioned to approve, Lara seconded. Unanimously approved.*

5. **Public Comments on Items Not on Agenda** – none present. DeAndrea thanked Mike for his service as a Veteran and wished him a congratulatory Veteran's Day.

6. General Business

A) Old Business

Chad Alexander of the Town Facilities Department presented answers to HPAB's questions regarding the COA for the Town Hall Bell Tower – The windows will be custom built for the size of the opening. The glass windows and some lighting inside the tower to be illuminated at night are part of the COA. There would be no new appropriations for this, it is within the TOE's budget. The bell actually rings. HPAB raised questions about the materials that will be used, specifically the mullions, framing and glass, because it is a Nationally Historically Registered property.

Alex motioned to approve the COA without the mullions on the glass. Rachel seconded. Unanimously approved.

B) Budget Report (HB) -

Total remaining in our budget at the moment is \$3,994, but will be about \$3,700 after some expenses are processed. Lara presented some options of ways to use the rest of our budget. There was discussion about smart ways to use our budget while remaining cautious since these are taxpayer dollars. Several members voiced their desire not to spend money unless we deem it appropriate and necessary. Consensus was to spend money on needed supplies for our tent and possibly a small handout for children that could draw more visitors at events.

DeAndrea motioned to allocate up to \$1,500 of our budget for Board member hats, booth

supplies and giveaways. Melanie seconded the motion. Lara moved to amend the motion to spend up to \$2,000 that would also include the printing of new posterboards. Rachel seconded the motion and it was unanimously approved.

C) *Historic District Research (LT / CJ) - Things are mostly on hold at the moment until some conversations with TOE staff and HPAB take place regarding roles and delineation of responsibilities.*

D) *Planning Report (HB) - The Bird House Restaurant will be enclosing their patio. There is no demolition, just an enclosure of the current outdoor patio, so nothing for HPAB to review.*

E) *Social Media (LT) - Thank you to Rachel for recording a video that will be posted on the TOE's channels and to Councilor O'Connor for recent posts highlighting HPAB's work.*

F) *Phase III Surveys (MT)
CLG January 2026 – due January 15th, the application is already completed and Harry will submit on our behalf.*

G) *Tax Credits (AW) - Alex presented information about opportunities available to those who own historic properties. TOE can offer several benefits to homeowners should we continue to pursue a Historic District. Alex suggested that we have an online database of current historic properties, work to get Erie listed as one of the CLGs that can approve their own local tax incentives, and include some language in any literature we produce to prospective landmarking residents.*

H) *Railroad History Grant (MT)
Expected to resubmit May 2026 – 25% match*

I) *Eagle Mine Survey
Submitting for non-competitive Planning Grant – 10% match. Potentially could turn the tower into a walking tour location. Rachel is working on getting some former mine workers to help with our efforts.*

J) *Events – ribbon cutting in January, hopefully, but otherwise none until April 2026.*

7. Announcements

- 1) *Next meeting December 22, 2025, at 6:30 PM – DeAndrea motioned to cancel the December meeting. Rachel seconded the motion. Unanimously approved. Unanimously approved.*

8. Adjourn – 7:41pm

