



**500 S. 4th Avenue, Brighton, CO 80601**

**MINUTES of the Brighton Historic Preservation Commission meeting for the City of Brighton, Adams County, Colorado, held in Council Chambers on the 1st Floor at City Hall, 500 South 4<sup>th</sup> Avenue, Brighton, Colorado.**

**DATE: March 10, 2022**

**Call to Order/Pledge of Allegiance:** Chairman Sara Dawson called the meeting to order at 6:04 p.m. followed by the recital of the pledge of allegiance.

**Roll Call/Establish Quorum: Commissioners Present:** Sara Dawson, Dick Hodge, Mardita Murphy, Ann Taddeo and Rich Knapfel

**Commissioners Absent: (Excused)** Sage Naumann, Jo Pinto, Diana Hernandez **(Unexcused)** Catherine Johnson  
A quorum was determined.

**Staff Present:** Emma Lane, Bill Armstrong, Shannon McDowell and Sheryl Johnson

**Others Present:** Alijah Anaya

**Seating of Alternates:**

No need to seat the alternate

**Approval of Agenda:**

Discussion of House on South 8<sup>th</sup> Avenue – this will be put under the next steps discussion

Motion to approve the agenda with the addition of the discussion of the house on South 8<sup>th</sup> Avenue by Commissioner Hodge. Second by Commissioner Murphy. Motion Carries.

**Approval of Minutes for February 10, 2022:**

Motion to approve the minutes for February 10, 2022 as distributed by Commissioner Taddeo. Second by Commissioner Murphy. Motion Carries.

**Consent Agenda:**

No Consent Agenda Items

**Public Comment:**

None

**Reports / Presentations:**

No Reports

**Committees**

There were no reports from the committees.

**Commissioner Workshops/Seminars Update:**

No one attended any trainings or workshops in the past month

**Staff – Emma Lane**

**Introduction of Bill Armstrong:**

Ms. McDowell introduced Mr. Bill Armstrong. He is the Museum Specialist.

Mr. Armstrong had been working with Ms. Schreck before she left. Mr. Armstrong would like to take the museum to a new level making it a State of the Museum. Mr. Armstrong has three decades of museum experience. He lives in Berthoud and is considered a professional in the museum industry. There has been a lot of forward movement with the museum and he would like to see more community involvement as there is still a lot of room for growth and enhancement. He would like to get more history of Brighton with collections and archives as well as tangible artifacts. There are a lot of newspapers and photographs already. All the pieces together would tell the story of Brighton. The museum has been approved as a Repository to the State. Mr. Armstrong is working with Shorty and Boots at the Hishinuma Farm in the chance that we would need to find emergency storage. The current exhibit is being finalized. Mr. Armstrong is looking for ways to leverage funding for grants in an effort to expand the museum and find a permanent home. He is examining long-term goals of the museum as well as current goals. Mr. Armstrong stated that there are six key factors:

- 1) Secure Storage
- 2) Oral Histories
- 3) Shop Space
- 4) Dedicated Classroom and Library Space with Wi-Fi
- 5) Adequate Gallery Space
- 6) Outside Interpretive Space – i.e. Field Trip Space, Wedding, Parties

The soft opening for the new exhibit is March 31<sup>st</sup> and the opening to the public is April 1<sup>st</sup>.

Commissioner Taddeo said that she is a strong advocate for Historic Preservation and the museum. She would like to see the schools using the museum. Commissioner Hodge expressed that Brighton has the second oldest Boy Scout Troop in Colorado and would like to be able to preserve some of that history. He will check and see if he can get some of the information so that information or artifacts could be donated or lent to the museum. The Collections Committee was created to help with artifacts and stories for the museum and what should be kept over time.

#### **Grants & Surveys:**

##### ***Walnut Grove Addition Survey:***

Pinyon Environment is working on the survey and will need to do some research at the museum yet. They are planning to come to the May meeting and give the Commission an update.

##### ***Pioneer Cemetery:***

Mr. Knapfel is still working on this project. He hopes to be able to present his findings at the April meeting.

#### **Historic Properties and Referrals:**

##### ***Brighton Depot:***

The plans for the new “original” sign in the 2019 replica on the south side of the building could not be located. Natalie at the Chamber of Commerce will get quotes on a sign and let the Commission know the cost.

##### ***May is Historic Preservation Month:***

City Council will be recognizing Historic Preservation Month at the May 3<sup>rd</sup> meeting. Commission members should plan to attend this meeting.

#### **Museum Updates:**

New hours are being proposed for the museum. They would plan to have longer hours from June through Labor Day. The peak season is in the summer. There may be some consideration to having weekend hours. The staff would like to build up the volunteer core and be able to offer tour groups and schools in the wintertime. The winter hours would be used for planning and research with appointment times for visitors. Staff is also working on youth programming for Monday’s when the students are out of school. They will work with the library for story time.

#### **Unfinished Business:**

##### ***2022 Budget Update***

January and February expenses for 2022 have been updated. It was discussed to present the budget quarterly rather than monthly. The budget would be presented in April, July, October and January.

#### **New Business:**

##### ***State Repository Status***

The State Repository has been renewed by History Colorado. There are some things that we need to improve on though. There are a couple of changes to the collection policy that need to be made. They needed to know the consultant who

helped with the collection policy which was Martorano Consultants. They suggested adding a line that all loans/transfers or deaccession-disposal issues follow the rules and procedures of the Office of the State Archaeologist for any State archaeology held-in-trust collections. An emergency plan should include a list of priority items or an area of the collections space that is of the highest priority. Lastly, there should be a backup of artifact inventory or catalog database off site or virtually. Staff will check with Past Perfect to see if our artifact information is backed up. Currently it appears that it is only partially backed up. The State Repository was renewed for another 5 years. Mr. Armstrong will look for a Cloud service that is offsite for backup.

### ***Collections Management Policy***

Edits to the policy were made based on the recommendations from the State. The two changes will require a motion.

Motion to amend the Brighton Collections Management Policy with the consultant information of “Martorano Consultants LLC” in the Statement of Purpose and Mission Statement and to add in the Loan Policy Section item F which is “Any items deaccessioned or selected for disposal, will follow the office of the State Archaeologist standards for any items held-in-trust cooperatively with the State of Colorado” by Commissioner Taddeo. Second by Commissioner Murphy. Motion carries.

### ***Next Steps for Nomination***

Ms. Lane presented the OAHP 1403 Nomination Form to the Commission. The form identifies the property through geographic information, architectural description, architectural history, historical associations, significance and national register eligibility assessment. Once the information is filled out, the process of eligibility can move forward.

### ***Oral History Discussion***

Commissioner Hodge and Knapfel met with Zach and Linda in Communications about getting oral histories online. A clip could also be put on Facebook. It was discussed setting up blogs. The City YouTube channel could also be an option for longer videos. Permission needs to be obtained from whoever is being interviewed. The oral history would be treated as an artifact and kept until deaccessioned. Ms. McDowell will talk to IT about storage and space.

### ***Gala Discussion***

Chair Dawson stated that the cost to use the Armory will be \$300. She has reserved the Armory from 5:00 – 11:00 pm. The food would be an additional cost. The \$300 will come out of the donation account.

Motion by Commissioner Hodge to pay the \$300 for the Armory rental. Second by Commissioner by Murphy. Motion carries.

There are decorations over in the museum storage that can be gone through and used. It was discussed to have the attendees come dressed in whatever decade that they choose. The tables will be decorated in different decades. The Events Committee will be meeting to discuss the Gala in more detail. The Events Committee will come up with a list of invitees. Commissioner Taddeo suggested getting donations for the event. The Brick Award will be presented during the Gala.

### **Additional Comments:**

Commissioner Hodge brought up the labor strike at Kittama’s over 50 years ago. There was a discussion of bringing the State Historic Museum to Brighton. The mobile museum is a way to bring other exhibits to Brighton. Ms. McDowell will contact History Colorado about this.

### **Adjournment:**

Motion to adjourn at 7:58 p.m. by Chair Dawson.

### **Announcements:**

CLG Training Webinars –

- Evaluating Integrity in Historic Districts – March 16, 2022 – 12:00 pm
- Preservation Loans – April 20, 2022 – 12:00 pm
- Disaster Management Planning & Historic Districts – May 18, 2022 – 12:00 pm

Other Events –

- State of the City – March 29, 2022 – 6:00 pm at the Armory – must RSVP
- Gala – May 28, 2022 – 6:00 pm to 11:00 pm at the Armory
- Saving Places “On-the-Road: in San Luis, Colorado” – Summer 2022

**Next Meeting:**

April 14, 2022

Submitted by,

Sheryl Johnson