**Town of Estancia**

**Regular Meeting of the Board of Trustees**

**Monday, December 16, 2019 6:15 pm**

**Estancia Town Library- Southwest Room, 601 S. 10th St. Estancia, NM 87016**

**Minutes**

**Invocation and Pledge of Allegiance**

**The meeting was called to order at 6:18 pm and Roll Call was taken:**

**Trustee Lovato – Present**

**Trustee Sedillo – Present**

**Trustee Chavez – Present**

**Trustee Hall – Present**

**Mayor Dial – Present**

1. **Approval/Disapproval of Agenda – Action Item**

Mr. Sonny Garcia would like to discuss his expired lease of the building at 514 Williams and has requested to be added to the agenda. Trustee Chavez requests to add agenda item 4.5 Action/Discussion of Town building being leased by Sonny Garcia- Action Item. **ACTION TAKEN:** Trustee Lovato makes a motion to approve the agenda as amended above. Trustee Hall seconds the motion. All in favor. **MOTION CARRIED**

1. **Discussion/Approval of the December 3, 2019 Regular Meeting Minutes – Action Item**

**ACTION TAKEN:** Trustee Hall makes a motion to approve the December 3, 2019 Regular meeting minutes as written. Trustee Sedillo seconds the motion. All in favor. **MOTION CARRIED**

1. **Discussion/Approval of the December 16, 2019 Bill List – Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the December 16, 2019 Bill List. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**No Public Comment**

**No Old Business**

**New Business**

1. **Pick Capital Outlay projects from ICIP list- Action Item**

The Board reviewed the current Town of Estancia ICIP and picked the top three projects for this years Legislative Session Capital Outlay requests. **ACTION TAKEN:** Trustee Hall made a motion to request Legislative Capital Outlay funding for the following three Town of Estancia ICIP Projects:

1. Water Distribution System Improvements
2. Automatic Water Meter Reading System
3. Road Improvements- Alan Ayers

Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

**4.5 Action/Discussion of Town building being leased by Sonny Garcia- Action Item**

Mr. Garcia and his spouse were leasing the building addressed as 514 Williams from the Town.

 Mr. Garcia’s lease expired on December 3rd. Mr. Garcia had been allowed by the Town to use the

 Community center gym while the building he was leasing was being inspected for asbestos and

possible repairs to the ceiling tiles were being considered. When Mr. Garcia allowed his lease

to expire, he was no longer legally allowed to use the gym without renting it. Mr. Garcia told the Board that he did not want to sign a new lease because he did not want to be held liable for the building until repairs were made. Unfortunately, he did not respond to requests to renew the lease with his concerns and, instead, allowed the lease to expire. Now that the lease has expired, he must either sign a new lease at the current fair market value or rent the gym at the current community center rental fee. The ceiling in the building was tested and no asbestos was found. Mayor Dial told Mr. Garcia that it may be a long time before any cosmetic repairs are done to the ceiling. Mr. Garcia said he was still hesitant to sign a lease and that he was checking with the school to see if they could assist him with a space. He also stated that he was considering moving his business to Moriarty. The Board directed the Clerk to find out what the current fair market value is for the building so they could present the rental amount to Mr. Garcia for consideration. **MOTION TAKEN:** Trustee Chavez made a motion to table this item until the next meeting. Trustee Hall seconded the motion. All in Favor. **ITEM TABLED**

1. **Request Approval of Resolution 2019-29 Open Meetings Act- Action Item- Roll Call**

**ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2019-29 Open Meetings Act. Trustee Chavez seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo- Yes, Trustee Chavez- Yes, Trustee Hall- Yes **MOTION CARRIED**

1. **Request Approval of Resolution 2019-30 2020 Holiday Calendar- Action Item- Roll Call**

**ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2019-30 2020 Holiday Calendar. Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo- Yes, Trustee Chavez- Yes, Trustee Hall- Yes **MOTION CARRIED**

**7.0 Mayor/Council:**

**Trustee Hall** had no update for this information.

 **Trustee Chavez** asked if the Town could purchase solar lights for the trees at the Estancia

 Veterans Park. The Clerk’s Office will do this. Trustee Chavez also asked about the lights at the

 Park. The Clerk’s office has reached out to CNMEC and will again to get a time scheduled

 for the Mayor to meeting with a CNMEC rep to look at options.

 **Trustee Sedillo** had a question about who is responsible for fixing leaks at the Fairgrounds.

 Mayor Dial said that the lease states that the County is responsible for maintaining the property,

 which would include leaks. Mayor Dial reminded the Board that the lease extension between the

 Town and the County for the fairgrounds expires on January 31, 2020. The Mayor will be sending

 a 30 day notice to the County about the lease.

 **Trustee Lovato** asked if anyone had applied for the Maintenance Working position. The Deputy

 Clerk told him that the Town had received three applications which were reviewed and declined

 by the Public Works Supervisor. The job posting will remain open until the position is filled.

**Mayor Dial** told the Board that there will be a Christmas employee Potluck on December 17th.

He also said that he would be allowing an Admin day for employees on December 26th. He will not be sending employees home early on New Years Eve or Christmas, but instead will allow the admin day.

**Adjournment**

Trustee Chavez made a motion to adjourn. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED.**

The Meeting adjourned at 7:35 pm

**Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**