

Regular Meeting of the Board of Trustees
Monday, May 20, 2024 6:15pm

Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Invocation and Pledge of Allegiance

The meeting was called to order at 6:15pm and Roll Call was taken:

Trustee May – Present via Zoom
Trustee Lovato – Present
Trustee Sanchez – Present
Trustee Hall – Present via Zoom
Mayor Dial - Present

Join Zoom Meeting

<https://us06web.zoom.us/j/86347067284?pwd=FPdD5QOSwIL0gSTzIQlpjmmmsxF4y0.1>

Meeting ID: 863 4706 7284

Passcode: 096349

1.0 Approval/Disapproval of Agenda – Action Item

ACTION TAKEN: Trustee Lovato made a motion to approve the May 20, 2024 Meeting Agenda. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

2.0 Approval of the May 6, 2024 Regular Meeting Minutes-Action Item

ACTION TAKEN: Trustee May made a motion to approve the May 6, 2024 Regular Meeting minutes. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of the May 20, 2024 Bill List – Action Item

ACTION TAKEN: Trustee Sanchez made a motion to approve the May 20, 2024 Bill List. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

No Public Comment –

No Old Business

New Business

4.0 Approval of the EMW Gas Annual Report – Action Item

ACTION TAKEN: Trustee May made a motion to approve the EMW Gas Annual Report. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

5.0 Discussion/Approval to give old, donated material back to its original owner-Discussion/Possible Action

During the process of renovating the new baseball facility, old materials have been hauled away. The person who originally donated the old material would like to have it back. **ACTION TAKEN:** Trustee Lovato made a motion to return the donated material back to the original owner pending approval from Legal. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

6.0 Summer Events – Event Committee update and plans- Information Only

The Board and the Mayor discussed the upcoming summer town events: The Tractor Parade, Old Timers Day, the 4th of July specifically. The PD is onboard for the Tractor Parade and there will be a car show again for Old Timers. Trustee Lovato asked that the PD be prepared for the Bike Parade for the 4th of July. Trustee May will reach out to Ms. Stella Chavez about the rental of a tent for the park. More port-a-potties will be set up at the park for the summer season. **NO ACTION, DISCUSSION AND INFORMATION ONLY**

- 7.0 Request to close the Town Hall Office to customers at 5:00pm daily to allow time to complete closing procedures- Discussion/Possible Action** Clerk Jones requested that the Board approve the closing of the Town Hall Office at 5:00pm during days of operation rather than the current time of 5:30PM. She said that with the new budget and billing system, it would help significantly if the office employees could close to the public at 5:00pm, allowing 30 minutes for the employees to perform the closing procedures and reconcile the cash drawer. Mayor Dial commented that the Board that the County Treasurer's office closes at 5:00pm currently. Trustee Sanchez expressed concerns that residents might have a harder time getting to the office to pay their bill or conduct other town business. The Trustees carefully discussed the pros and cons of making this change. They decided that the change could be made beginning July 1 with a months' notice to residents. Clerk Jones thanked the Board for this consideration. **ACTION TAKEN:** Trustee Lovato made a motion to allow the Town Hall office to close the doors to the public at 5:00pm on days of operation to allow 30 minutes to conduct closing procedures. The Town Hall must give ample notice of this change to the residents. Trustee May seconded the motion. All in favor. **MOTION CARRIED**
- 8.0 Code of Conduct/ Open Meetings Act training on June 13 at 9:00am in Moriarty - Information Only** Clerk Jones informed the Board and the Mayor that there will be a Code of Conduct/Open Meeting Act training at the Moriarty Civic Center on June 13, 2024 at 9:00am. Their presence is requested. This is a very important training opportunity. **NO ACTION, INFORMATION ONLY**
- 9.0 New Baseball field Color of the infrastructure and adding a baseball field account- Discussion/Possible Action** Trustee Lovato said that JB, the architect, asked about the colors for the infrastructure for the baseball field. He also asked if a separate bank account could be created for Baseball revenue and expenditures. **ACTION TAKEN:** Trustee Lovato made a motion to select Red with White trim for the baseball field infrastructure. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**
Clerk Jones and Deputy Clerk Hubbard with look into added a new bank account for the baseball field.
- 10.0 Request to schedule a Special Meeting on May 29 at 6:15pm to Discuss and Approve the Interim Budget- Action Item ACTION TAKEN:** Trustee Lovato made a motion to schedule a Special Meeting on May 29 at 6:15pm to Discuss and Approve the Interim Budget. Trustee May seconded the motion. All in favor. **MOTION CARRIED**
- 11.0 Mayor/Council:**
Trustee Hall apologized for not being able to attend in person. He is not feeling well.

Trustee May thanked the Pubic Works team for their work in the alleys around town. It is much appreciated.

Trustee Lovato said that the Special Events Committee asked if they could borrow the Town trailer and a truck to make a float for the upcoming parade. Mayor Dial said that the short answer is Yes! And to ask the Public Works guys. Trustee Lovato said that he is really excited about the progress of the baseball field; the construction is running smoothly and could be finished by mid July. He said that on Memorial Day at 10:00am at the American Legion, the Naval Sea Cadets will present the colors. He also proposed a mush ball tournament. He said that Mayor Dial can be the point guy.

Trustee Sanchez told Mayor Dial about some potholes around town that really need to be fixed. Mayor Dial will tell Public Works. Trustee Sanchez also asked about the pool. Clerk Jones said that so far we are on schedule to open mid June.

Mayor Dial said that we need to buy new tables and chairs that can be available for rent. Clerk Jones said that we will be receiving Capital Outlay for Town Hall and could possibly use some of that funding for the purchase of community center tables and chairs and a new table and chairs for the Board Room. Mayor Dial also told the Board about a sewer backup that will need to be repaired by TLC or JP Mainline.
- 12.0 Executive Session- As per Motion and Roll Call Vote- Pursuant to NMSA 1978 10-15-1 Sections (H)(2), Personnel related to a Town Appointee.**
ACTION TAKEN: Trustee Lovato made a motion to go into Executive Session, Pursuant to NMSA 1978 10-15-1 Sections (H)(2) to discuss Personnel related to a Town Appointee. Trustee May seconded the motion. **ROLL CALL VOTE:** Trustee May – Yes, Trustee Lovato – Yes, Trustee Hall- Yes. Trustee Sanchez- Yes. **MOTION CARRIED**

Executive Session began at 7:03pm.

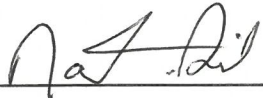
Return to Regular Session. **ACTION TAKEN:** Trustee Lovato made a motion to return to Regular Session, stating that the only item discussed in Executive Session was the item listed on the agenda, and no action was taken. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

Regular Session reconvened at 7:25 pm

Adjournment

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

The meeting adjourned at 7:25 pm.

Approved: 

Date: 6/3/2024

Attest: 

Date: 6/3/2024