

Minutes
Regular Meeting
March 9th, 2021

The Village of Capitan Board of Trustees met in a Regular Meeting via Skype and in Person on Tuesday, March 9th, 2021 at the Village Hall in Capitan, New Mexico at 4:30 PM.

Mayor Lowrance asked for a moment of silence and led the assembly in the Pledge of Allegiance.

Mayor Lowrance called the meeting to order at 4:34 PM.

Roll Call: Mayor Lowrance – present, Trustee Kearns – present, Trustee Johnson – present, Trustee McInnes – present, Trustee Shearer – present via Skype, Stephanie Bason – Village Clerk, Grace Centrella – Finance Officer, Charlene Williams – Utilities Clerk and J. Leinneweber – Administrative Assistant were also present. A list of others in attendance is attached.

Item #1 on the Agenda: Approval of the Agenda.

Trustee McInnes made a motion to Approve the Agenda. Trustee Kearns seconded the motion. All were in favor, motion carried.

Item #2 on the Agenda: Public Input. (Agenda Items Only).

Mayor Lowrance invited Paul Durham to make his presentation during Public Input in lieu of waiting for Item #7 to come up on the Agenda.

Paul Durham introduced himself and said they were forming a 501C3 “Exhibit This Inc.” and had received their charter from the State today by email and have sent the long form to the Federal Government. In planning the Train Depot, one idea was to have a room for rotating exhibits that go throughout the State. Four or five things that they may get help from the State to do, especially for southern NM. One was preserving Murals in a Trading Post on Central in Albuquerque, another one is a book on the WPA Artists in NM and feels these would make a great traveling exhibit accessible to New Mexicans that otherwise wouldn’t get to see them. Paul Durham said they have access to at least 3 fire trucks that they could exhibit in the Fire Station. Half would take up the history of fire stations and fire departments in this area of NM. They also want to emphasize a lot about Capitan. The ranches, the schools and involve local people. They would be working with Lincoln, Ft. Stanton, Capitan and others regarding local historical events and families. They believe this is very viable and think one of the areas in the Old Fire Station would make a great store. It’s a great location and should be the center of Capitan as far as activities go and they would like to have public events there. Local Fire Volunteers have expressed interest in setting up workshops there. The building itself is interesting and they believe there would be local interest in just the building which was built by the WPA. Pat Durham said they would also like to involve as many locals, volunteers etc. as this increases interest. Pat went on to say that others were the ones really working on the Fire Building Project she and Paul were hoping to have one of them attend but they were unable to. Names mentioned were: Steve Duffy and Kenney Walters who has access to Dr. Wood’s old buggy which used to make the rounds in Lincoln County and Dolan buckets from a mine he owned.

Item #2 on the Agenda: Public Input. (Agenda Items Only). (continued)

Paul Durham said that Exhibit This Inc. would like to have access to the building as soon as it is cleaned out.

Mayor Lowrance had the following comments/questions:

The Mayor asked if their main objective, after the Train Station is finished, would be to start on the Old Fire Station? Paul Durham said work on the Train Depot should begin again by the 1st of May. Paul Durham said he anticipates the completion of the Depot within two or three months at the most and ready for this Summer. He said work on both the Train Depot and the Fire Station could be done at the same time depending on when they could get access to the building. They could start by ordering "stuff" for the proposed store in the Fire Station. There will also be a store in the Train Depot but a small one due to available space. The Mayor asked if they would be hiring staff for the gift shops or volunteers? Paul Durham said they would be using Volunteers at first until they can be certain revenues could support hired staff.

Trustee Kearns had the following comments/questions: Trustee Kearns said he would like to see the Train Depot up and running before starting a commitment to a new project. Trustee Kearns said before making a commitment on another building he'd like the Depot done. Paul Durham said he would make sure the Depot was taken care of first.

Trustee Kearns said "This is something I can really get behind", that Capitan is part of the Billy the Kid Trail and that The Village wants the tourists to have more reasons to stay and things to see in Capitan bringing more traffic to restaurants and stores in the Village contributing to the economic development as well as bringing culture to the community, education and pride in the history of Capitan and the area.

Trustee Shearer had the following comments/questions: Trustee Shearer asked if the asbestos issues in the Fire Station have been resolved? The Mayor replied that the asbestos is only in the heating ducts. All that needs to be done is put a sealer on the ducts. The EPA said the ducts could be lapped with the sealant solving the issue at less cost than abatement.

Trustee Shearer also voiced concerns regarding the overdue repairs needed for the log cabin housing the Smokey Bear Museum and Gift shop which is already owned and run by the Village. The Gift Shop is listed on the Village's Infrastructure Capital Improvement Plan list, (ICIP) approved last year for repairs and renovations on the 2022-2026 ICIP and she wouldn't like to see the Old Fire Station jump ahead of the Gift Shop.

Trustee Shearer observed that with the Fire Station Museum the Village would now have three museum buildings and would the Village be responsible for the long-term maintenance on these other two museums? Paul Durham said Exhibit This Inc. will continue to pursue Grants as long as they can. They are hoping to make the Train Depot and the Fire Station self-sustaining and merchandise at these stores would not compete with the Smokey Bear Museum & Gift Shop.

Mayor Lowrance suggested doing a workshop to discuss these issues in more detail and this was agreed to by all. The Mayor said he would contact all individuals to see when would be the best time to schedule the workshop. Paul Durham said the only day Kenny is available is on Sundays. The Mayor thanked the Durhams for coming in and educating the Trustees on the Museums.

Item #3 on the Agenda: Mayor and Trustee Comments.

Trustee McInnes wanted to thank the Finance Officer and congratulate her on her certifications and extend that gratitude to other Village Employees that have obtained their certifications or are in process of doing so.

Trustee Johnson had no comments at this time.

Trustee Kearns had no comments at this time.

Trustee Shearer observed on the financials in the past the Trustees had been receiving a report off the new program along with the bank statements but this time they only received the bank statements and she really likes seeing that detailed report and would like it to be included in the future. Grace said she will get those reports emailed to the Trustees and will include them in the future.

Item #4 on the Agenda: Approval of Minutes – Special Meeting February 22nd, 2021.

Trustee Johnson made a motion to Approve the Minutes – Special Meeting February 22nd, 2021. Trustee McInnes seconded the motion.

Roll Call: Trustee Kearns – yes, Trustee McInnes – yes, Trustee Johnson – yes, Trustee Shearer – abstained.

Item #5 on the Agenda: Discussion/Action – Approval of Bills Paid for February 2021.

Trustee Kearns made a motion for the Approval of Bills Paid for February 2021. Trustee Johnson seconded the motion. All were in favor, motion carried.

Item # 6 on the Agenda: Discussion/Action – Approval Renew Contract with Melbee Design Studio, (website design and maintenance).

Trustee McInnes made a motion to Approve to Renew Contract with Melbee Design Studio, (website design and maintenance). Trustee Johnson seconded the motion.

Discussion: Trustee Kearns wanted Village staff input regarding the service received by Melbee Design Studio in reference to the price increase. Trustee Kearns likes the site. Charlene said she uses it when directing customers on how to pay their water bill online and she likes it. J. Leineweber said she really likes the clean look and the ease of navigation of the site and has received good feedback on the Village website and how Melissa is managing it. J. explained that in the past Melissa had asked for a few days' notice when requesting that items be posted to the website but that due to time constraints, such as being in compliance with the Open Meetings Act the Village has no choice but to consistently request same day posting of Agendas. Melbee Design Studio considers same day requests priority requests which makes the Village a Priority Client and they have pricing for Priority Clients.

Trustee McInnes said he frequently visits the Village website and likes it very much.

Trustee Shearer is having trouble hearing the proceedings via the Skype access and she was receiving texts that others were also unable to hear what is being discussed. Trustee Shearer would like the Village to move to another service for remote access prior to the next meeting.

Roll Call: Trustee McInnes – yes, Trustee Kearns – yes, Trustee Johnson – yes, Trustee Shearer – yes.

Item # 7 on the Agenda: Presentation – Paul Durham's Proposal for a Capitan Museum in the Old Fire Station.

Mayor Lowrance wants the record to show that Item #7 was covered in the Public Input section of the today's meeting.

Item #8 on the Agenda: Discussion/Action – Approval of Application for a Building Permit for Mobile/Manufactured Home at 576 NM Hwy 48 (Mile Marker 20 & 21) – Pauline Saenz.

Trustee McInnes made a motion to Approve the Application for a Building Permit for Mobile/Manufactured Home at 576 NM Hwy 48 (Mile Marker 20 & 21) – Pauline Saenz. Trustee Johnson seconded the motion.

Discussion: Trustee Kearns said he can't identify which members of the Planning Board are signing off on the applications by their signatures and asked if the signer was Castaneda? This was confirmed by Stephanie. Trustee Kearns said he'd also like minutes of the Planning Board meetings and Stephanie said they could be included with the applications for approval in future packets.

Roll Call: Trustee McInnes – yes, Trustee Kearns – yes, Trustee Johnson – yes, Trustee Shearer – yes.

Item # 9 on the Agenda: Discussion/Action – Approval of Resolution 2021-05 – Intent to Apply to the New Mexico Department of Transportation (NMDOT) for Co-op Funds, Tiger Road.

Trustee Kearns made a motion to Approve Resolution 2021-05 – Intent to Apply to the New Mexico Department of Transportation (NMDOT) for Co-op Funds, Tiger Road. Trustee Johnson seconded the motion.

Discussion:

Roll Call: Trustee Kearns – yes, Trustee McInnes – yes, Trustee Johnson – yes, Trustee Shearer – yes.

Item #10 on the Agenda: Discussion/Action – Old Business Projects and Funding.

No Old Business to discuss.

Item #11 on the Agenda: Discussion/Action – New Business Projects and Funding.

Electric Charging Station: The Mayor is still working on discovering what it will cost the Village to own and operate an Electric Charging Station. He went on to recommended that this topic could be covered in a workshop. According to Greentree after receiving the Grant for the charging stations a survey was done and the report determined that The Village currently doesn't have enough traffic to sustain a charging station and therefore wasn't chosen as a site. The Mayor believes in the future this will change as more people and businesses move to electric vehicles.

Ordinance Review: There was no discussion regarding the Ordinance Review.

CORRESPONDENCE

There was no discussion regarding Correspondence.

ADJOURNMENT

Mayor Lowrance Adjourned the meeting at 5:25 P.M.


Ron Lowrance, Mayor, Village of Capitan

Attest:


Stephanie Bason, Village Clerk

4:30 PM

[illegible]