

**TOWN OF COCHITI LAKE
MINUTES OF ASSEMBLY MEETING
THURSDAY, JANUARY 27, 2011**

I. CALL TO ORDER

Mayor Donica called the meeting to order at 6:03pm.

Assembly members in attendance were Freda Donica, Tony Da Silva, Ken Kiesling, Mary Ann Closson, Linda Bradshaw.

APPROVAL OF AGENDA

Mary Ann Closson moved for the approval of the agenda.

It was seconded by Linda Bradshaw and passed with a 5 to 0 vote.

APPROVAL OF MINUTES

Mary Ann Closson moved for the approval of Minutes of December 16, 2010.

It was seconded by Tony Da Silva and passed with a 5 to 0 vote.

Mary Ann Closson moved for the approval of Minutes of January 6, 2011.

It was seconded by Linda Bradshaw and passed with a 4 to 0 vote.

Ken Kiesling was absent from that meeting and abstained from the vote.

II. UNFINISHED BUSINESS

There was no unfinished business to report.

III. NEW BUSINESS

1. Approval of December Financials

Linda Bradshaw opened the item by turning it over to Gloria Halama, Town Treasurer. Gloria reported that Admin. Library and PW are all under budget. In EMS, revenues in ambulance services was over but under in expenses by \$4,748. VFD expenses were below as of the end of December by \$16,000. Community Fund, expenses for December were in grants totaling \$500, checking account was at \$973.00, and savings account balance was in excess of \$38,000.

Ken Kiesling had concerns about the budget coming into balance at the end of the fiscal year and the completion of the Town Road Project.

Linda Bradshaw moved for the approval of the December financials.

It was seconded by Mary Ann Closson and passed with a 5 to 0 vote.

2. Approval of Auditor

Mayor Donica opened the item stating that the Town Auditor, Chester Mattox passed away unexpectedly leaving the town with an uncompleted audit. The town has contacted and received bids from three different Auditors.

Mayor Donica moved to approve Ricci & Company as the new Auditors. She explained that the firm has worked for the town in the past and that the primary owner of

the company is Sandra Ricci who has 24 Personnel, 15 CPRAs, 6 Accounting Professionals and 3 Support Staff. Ricci & Company submitted a bid of \$8,480.

The motion was seconded by Tony Da Silva.

Tony explained that Auditors are contracted for three years at a time and that Ricci & Company's bid was \$8000 for the first year \$8240 for the second and \$8480 for the third year. Tony also explained that the Auditors are State Approved.

The motion to approve Ricci & Company passed with a 4 to 1 vote.

Ken Kiesling cast the dissenting vote.

3. Approval of Employee Handbook

Mayor Donica moved for the approval of the Town of Cochiti Lake Employee Handbook. **It was seconded by Linda Bradshaw.**

Mayor Donica explained that a lot of time and effort has been contributed to the completion of the Employee Handbook. Mary Ann Closson thanked Andre Reynolds for his input towards the Employee Handbook and all others who contributed.

The motion to approve the Employee Handbook passed with a 5 to 0 vote.

4. Zoning Board Resignations

Tony Da Silva stated that the Zoning Board is one of the more important boards that the Town has. Some Member's terms have either expired or they have chosen to resign.

Tony Da Silva moved to accept the resignations from Jim Hamilton and Diane Burchard.

It was seconded by Ken Kiesling and passed with a 5 to 0 vote.

5. Appointments to the Zoning Board

Ken Kiesling stated that with regret there were no names to submit in terms of possible appointees. There were 7 signups and 6 withdrawals and the 7th was not yet a resident of the Town. Ken motioned to post for volunteers to fill vacancies on the Board.

It was seconded by Tony Da Silva. The motion to post for vacancies on the Zoning Board passed with a 5 to 0 vote.

6. Attendance of Members of Town Boards, Resolution 2011-1

Linda Bradshaw opened the item stating that she wanted a resolution passed for Board Members to follow the same attendance rules as the Assembly. Linda Bradshaw moved to accept Resolution 2011-1. **It was seconded by Mary Ann Closson.** Linda explained that there were some problems in the past with attendance of some Members of some Boards not having a quorum. There were concerns from the other Assembly Members stating that the resolution needed to be strengthened. Mayor Donica stated that the Assembly needed to research the Zoning Board Bylaws before the resolution would pass. Linda Bradshaw moved to table Resolution 2011-1 until the Zoning Board Bylaws could be researched. **It was seconded by Mary Ann Closson and passed with a 5 to 0 vote to table Resolution 2011-1.**

7. Oath for Board Members

Tony Da Silva moved that Board Members take an Oath of Office. Tony read the Oath aloud. **It was seconded by Linda Bradshaw.** Tony explained that currently there is not an Oath for members of Zoning Board, Election Board and Library to swear to the best of

their abilities to preserve and protect and abide by the laws of the Town. There were concerns from some residents that an Oath of Office was not necessary and that it implied that members of office would not preserve, protect and abide by the laws of the Town and that an Oath should be written for each Board. Tony Da Silva moved to table the motion. **It was seconded by Mary Ann Closson and passed with a 5 to 0 vote to table the motion.**

IV. ANNOUNCEMENTS

Next Assembly Meeting, February 24, 2011

V. FOR THE GOOD OF THE ORDER

There were no reports given.

VI. ADJOURNMENT

Mary Ann Closson moved to adjourn the meeting.

It was seconded by Tony Da Silva and passed with a 5 to 0 vote.

The meeting adjourned at 7:13pm.

Freda Donica, Mayor

Annette Narvaiz, Town Clerk