

VILLAGE DISTRICT OF EIDELWEISS
Commissioners Meeting
June 13, 2017

The Board of Commissioners met at 8:00 am on Tuesday, June 13, 2017. In attendance were Commissioners Mike Smith, Ron Sandstrom and Ralph Lutjen. Also in attendance were Kelly Robitaille (hwy) and resident Larry Leonard. Water Operator Ian Hayes joined the meeting at 8:30 am. Treasurer Dinah Reiss joined the meeting at 8:45 am. The meeting was taped for Madison TV by Tim Hughes.

At 8:00 am the meeting was called to order by Chairman Mike Smith on Grachen Road Extension. Resident Ted Foley joins the meeting for the road review.

1. Agenda

Ralph Lutjen makes a motion to approve the agenda. Ron Sandstrom seconds the motion and the motion passed 3-0.

The action list is reviewed and discussed.

2. Highway Department Report

Grachen Extension is reviewed and discussed for remaining needs to accept this road as a Class V District road as approved at the Annual Meeting contingent to meeting Class V VDOE road standards. The road needs to be widened to allow for two eight-foot travel lanes. The gravel portion of the road needs to be crowned. The ditches need to be cleaned. A culvert at the driveway of #28 would benefit the road drainage. A flat spot would be needed at the end of the road to allow the trucks to turn around. No cul-de-sac or turn around space currently exists. As review continues, Ted Foley defends the current condition of the road, stating that no additional work is needed because this is one of the best roads in the District. Due to continued interruptions, the Commissioners end the review of the road.

At 8:10 am Mike Smith makes a motion to recess the session for travel to the office. Ron Sandstrom seconds the motion and the motion passed 3-0.

At 8:20 am Mike Smith reconvenes the session at the District office.

Kelly Robitaille reports that roads are in good condition. Raking of beaches has been started on weekends for the season.

The culvert at the end of Grachen Extension will be replaced.

The culvert on Grachen that will discharge to the back side of #7 and #9 Eidelweiss Drive will be placed. The road will be graded after the culvert is placed.

Jungfrau is discussed. Kelly Robitaille outlines discussion held with the property owner of 11 Jungfrau. The property owner has stated that the extra culvert is temporary and will be removed. The culvert was placed to drain an access point that was needed to get trucks onto the lot and the area will be returned to original design. The moving of the road culvert from #8 Jungfrau to the lot at #10 Jungfrau is still to be pursued. Placing a culvert to move water across the road at #15 was recommendation of the engineer's during last week's review. The grate on the driveway at #15 is to be addressed by the homeowner. **Ralph Lutjen makes a motion to have Kelly Robitaille install an 18" culvert to cross Jungfrau Road from #15. Mike Smith seconds the motion.** Discussion ensues on the length of the culvert. Kelly Robitaille will measure and report. **Motion is called to a vote and the motion passed 3-0.**

All equipment is in good condition.

Gravel and sand supplies are good. Both items are being stockpiled as needed.

Discussion on the visit to Grachen Extension this morning is held. **Ron Sandstrom makes a motion to send a letter outlining hiring of an engineer to review the road for Class V status as the Board was unable to fully assess the road during the site visit. Ralph Lutjen seconds the motion.** Discussion is held on creation of a turnaround of sufficient size for the plow trucks in lieu of a full cul-de-sac. Updating of the road standards to allow a turnaround and to show a 20-foot road width is discussed. **Ron Sandstrom moves to amend the motion to include Kelly Robitaille in the review when scheduled with the engineer. Mike Smith seconds the move to amend. Motion to amend passed 3-0.** Discussion continues on locating the lot lines for the bridal path at the end of Grachen Extension. **Motion, as amended, is called to a vote and the motion passed 3-0.**

Discussion is held on a TV and glass door that is along the road within the District. **Mike Smith makes a motion to send notice to the property owners of 48 Little Shore and 33 Eidelweiss Drive to remove the debris. Ron Sandstrom seconds the motion and the motion passed 3-0.**

Discussion is held on establishment of an ordinance that would fine property owners if debris needs to be removed by the VDOE on their property. Discussion on safety concerns of a glass door near the roadside.

The line for the conduit to the wells from the pump house will be dug today.

3. Water

The placement of meter(s) at Reinach station is discussed. The option of placing one meter in a new line that would run outside the existing pump house is discussed. The benefits of using the two meters inside the station are discussed. As the system stands now, two meters arrest benefit to the system. The option of one meter outside would benefit the new pump house when the Reinach Pressure Zone is developed. The planned two meters will be installed at this time. Ian Hayes outlines that the meters are expected to be shipped on June 20th. The outage that will occur during placement of the meters will be posted once the work is scheduled.

The list of valves in order in which they are recommended for turning for isolation of areas within the District to check for a water leak will be completed and turned in to the office. While areas are isolated for leak detection, verification of believed dead end lines will also be done. The need to replace a valve should one break during this work is discussed. Water usage numbers are discussed. The potential of finding and repairing multiple small leaks is discussed. Cost of repairs will be reviewed prior to repair should multiple small leaks be found. Ian Hayes outlines that if a large leak is found the leak will need to be repaired. Risk of proceeding with this leak detection and possible outages should a valve break are discussed. Holding the project for fall so as to minimize impact to users affected by any interruptions is discussed.

The water system daily usage log for May will be completed upon receipt of the Muddy Beach usage numbers. Daily usage numbers and electrical costs that are increased due to the higher usage are discussed.

Mike Smith makes a motion to install the two meters inside at Reinach station. Ralph Lutjen seconds the motion and the motion passed 3-0.

Ralph Lutjen outlines the need to take action on leak detection; isolation valves that have been turned within the last few years should be used to test any areas possible. Ian Hayes will send the valve list sorted by priority for establishing leak detection.

SCADA programmer is expected Thursday to complete remaining program upgrades for recording of meter readings for existing meters. Mike Smith discusses holding payments to Electrical Installation Inc for receipt of the as built drawing for the chemical injection room. the flood alarms are expected to be installed Thursday in all stations.

4. Administration

The water system billing status is outlined and discussed. \$205,935.75 has been collected to date; \$22,256.25 is outstanding.

The cash flow report is presented. Treasurer Dinah Reiss informs the Board that cash flow will continue to be tight prior to receipt of the tax check in August. \$42,000 will be deposited in the checking account from the water usage account for the Muddy Beach Warrant Article to help with cash flow through July.

5. Accounts Payable

The check manifest is presented. **Mike Smith makes a motion to approve 28 checks in the amount of \$28,808.95. Ron Sandstrom seconds the motion.** Checks and invoices are reviewed and discussed. **Motion is called to a vote and the motion passed 3-0.**

6. Minutes

7. Commissioners Reports

Ralph Lutjen discusses topics that may be reviewed for addition to the website. Some of the information is already on the site, but may be arranged for ease of locating.

Ron Sandstrom discusses the design for the sign to be placed over the mailboxes. The cost of the sign will be sent for review when received.

Mike Smith makes a motion to get a quote for Electrical Engineer Lee Carroll to visit the District to review lightning needs for the pump houses. Ralph Lutjen seconds the motion and the motion passed 3-0. Mike Smith makes a motion to schedule the visit not to exceed \$1,500. Ralph Lutjen seconds the motion and the motion passed 3-0. Mike Smith makes a motion to include Justin Montelin and Ian Hayes in the site visit with Lee Carroll not to exceed \$1,000. Ron Sandstrom seconds the motion and the motion passed 3-0.

Mike Smith makes a motion to schedule a meeting with Mass Tank for July. Ralph Lutjen seconds the motion and the motion passed 3-0. Financing for lining costs or, if needed, replacement cost is discussed. Mike Smith discusses the need to have Muddy Beach on line prior to the tank inspections. Mike Smith discusses posting the meeting with Mass Tank as Non-Public for contract negotiations.

Mike Smith discusses obtaining three quotes for placement of propane heaters at Jungfrau and Summit pump houses and the Lodge.

Mike Smith makes a motion to send a letter to the Madison Fire Department regarding access to VDOE buildings. Ron Sandstrom seconds the motion and the motion passed 3-0.

Mike Smith makes a motion to draft a policy for use of the Lodge requiring three week advance notice and to have the key to the Lodge to remain in the office with either Administrator Nancy Cole or a member of the Board of Commissioners opening the building when necessary. Ron Sandstrom seconds the motion and the motion passed 3-0.

8. Signature Items

Purchase order 195 is presented. **Mike Smith makes a motion to approve Purchase Order 195 in the amount of \$388 for purchase of a backhoe tire. Ron Sandstrom seconds the motion and the motion passed 3-0.**

Purchase order 196 is presented. **Mike Smith makes a motion to approve Purchase Order 196 in the amount of \$1,800 for purchase of culverts. Ralph Lutjen seconds the motion and the motion passed 3-0.**

Purchase order 197 is presented. **Mike Smith makes a motion to approve Purchase Order 197 in the amount of \$5,000 for purchase of sand. Ralph Lutjen seconds the motion and the motion passed 3-0.**

9. Correspondence

NH Department of Environmental Services (DES) has a leak detection grant application available. **Mike Smith makes a motion to apply for the 2017 Leak Detection Grant through NH DES with Ralph Lutjen as lead for the application process. Ron Sandstrom seconds the motion and the motion passed 3-0.**

An inquiry was made regarding grilling on VDOE beaches. Grilling is not prohibited under the Beach Ordinance. Discussion ensues on drafting an update to the Ordinance for review.

The Edelweiss Property Owner's Association (EPOA) has requested use of the Lodge. **RL makes a motion to approve use of the Lodge on June 24 and July 1 by the EPOA. Ron Sandstrom seconds the motion.** Discussion ensues on access. Either Ralph Lutjen or Nancy Cole will handle. **Motion is called to a vote and the motion passed 3-0.**

The NH Municipal Association has sent the Legislative Bulletin. An update to RSA 91-A, the NH Right to Know law, has been signed. This update requires that a public body place meeting notices on their website, if they have one, or to place a notice that would state where notices are posted. The VDOE currently has a statement on the site that notices will be posted on the website and both bulletin boards. The District already complies with the new statute.

10. Scheduled Appearances

Larry Leonard has attended the meeting to discuss the recent denial of his parking request. Mr. Leonard states he has been parking his boat/trailer in the lot for four years. Mr. Leonard also states that the boat and trailer parked in the lot earlier this month was not his. Discussion is held on establishing a time period during which the boat and/or trailer could be parked. **Ron Sandstrom makes a motion to grant permission for the boat/trailer for a specified time frame. Ralph Lutjen seconds the motion.** Ralph Lutjen speaks against seasonal parking permits, any vehicle parking in the lot should be for a known time period. Larry Leonard requests ability to park the boat/trailer for a period of 10 weeks from July 1 to September 15th. Ron Sandstrom moves to amend the motion to allow the boat/trailer to use the Huttwil lot for 10 weeks from July 1 to September 15th. Mike Smith seconds the amendment and the amendment passed 3-0. Motion, as amended, is called to a vote and the motion passed 2-1 with Ralph Lutjen against allowing the parking.

Larry Leonard questions the Beach Ordinance requirement for identification on watercraft. The Ordinance does not outline what information is needed, where it should be located, or how it should be placed. The Ordinance will be reviewed for clarification that may be needed.

- 11. Other Business**
- 12. Public Comments**

At 10:35 am Mike Smith makes a motion to adjourn the meeting. Ron Sandstrom seconds the motion and the motion passed 3-0.

Respectfully submitted,

Nancy E. Cole
Administrator