**VILLAGE DISTRICT OF EIDELWEISS**

**Commissioners Meeting**

**Wednesday November 30, 2022**

The Board of Commissioners met at 9:00am on Wednesday November 30, 2022.

In attendance for the public meeting are Commissioner Ralph Lutjen, Commissioner Jay Buckley, Donna MacKinnon-Administrator, Alexis Wagoner-Administrator & Kelly Robitaille-DPW Forman.

Meeting videotaped by Carol of Madison TV

At 9:00am Commissioner Ralph Lutjen calls the meeting to order

**Public Meeting**

**Ralph Lutjen makes a motion to approve the agenda, Jay Buckley 2nds, passes 2-0**

**Jay Buckley makes a motion to approve the Minutes of 11/15/22, Ralph Lutjen 2nds, passes 2-0.**

**Jay Buckley makes a motion to approve the 11/15/22 Non-Public Minutes RSA 91-A:3 II (d), Ralph Lutjen 2nds, passes 2-0.**

**Jay Buckley makes a motion to approve the 11/15/22 Sealed Non-Public Minutes RSA 91-A:3 II (c), Ralph Lutjen 2nds, passes 2-0.**

**Jay Buckley makes a motion to approve the Payroll Manifest for $8,036.20, Ralph Lutjen 2nds, passes 2-0**

**Jay Buckley makes a motion to approve the Water Assessment Fund Manifest for $54,780.57, Ralph Lutjen 2nds, passes 2-0**

**Jay Buckley makes a motion to approve the Operating Account Manifest for $21,597.39, Ralph Lutjen 2nds, passes 2-0**

**DPW**

Discussion on the 6 Little Loop letter to the Commissioners. The DPW fixed the road drainage over the summer, but the beach was disrupted and the sand went into the pond. The DPW cannot take the sand out of the pond, so they are unsure how to go about resolving the damage done to the beach at 6 Little Loop. Ralph Lutjen comments on the letter about the tree cutting and states that the VDOE only cut down two trees and the previous homeowner of 4 Little Loop cut down the additional trees which reduced the visual buffer between the two homes. Kelly Robitaille states that the new homeowner of 4 Little Loop removed the hay bail that was put there to reduce sediment running into the pond which causes part of the drainage issue. Jay Buckley suggests possibly sending a letter to the new homeowners of 4 Little Loop regarding the landscaping. Kelly Robitaille adds that the DPW does occasionally need to fix the ditch line, but the berm has been fixed it’s just the beach that needs to be handled.

**Jay Buckley makes a motion to send a letter to the new homeowners at 4 Little Loop to explain the drainage easement and that no landscaping should be done in that 10 feet. Also, to send a letter to 6 Little Loop informing them on how we are going about to resolve the issue, Ralph Lutjen 2nds, passes 2-0**

Kelly Robitaille adds that they can meet in the springtime since at this time there is not much to be done with the cold weather here.

Discussion on the manmade dam at Big Pea. Someone had already dismantled it by the time the DPW got out to it. Kelly Robitaille put a 5” board back in the dam, so there is one 11” board and one 5” board out at the moment. Going to maintain the water level that was discussed before. Jay Buckley brings up the matter with the old fire chief saying water needs to be three feet above the pipe. This logic may be that three feet is needed so that if there is two feet of ice there will still be one foot of water above the pipe. Kelly Robitaille replies that the area is always open and doesn’t freeze, he does not think there will be any issues. Hopefully going forward this will work. He also adds that the manmade dam at Big Pea was made very well. Ralph Lutjen comments that Big Pea does have many shallow spots and if there is a drought the levels will be low but that is how nature works.

Discussion on Tony Eldridge part time employee, He has already gone over his budget line, but it would be helpful to continue having him work throughout the winter on occasion. Kelly Robitailles asks if the commissioners will allow him to work 2 days a week for the remainder of December. Ralph Lutjen responds that they would like to review the budget next week to see where they are and then decide but he does not see that being an issue.

**Administration**

Discussion on Simply Water email regarding the test pits, it would cost about $3,000 a day just for the excavation plus Simply Waters fee. Commissioners Ralph Lutjen and Jay Buckley agree this is needed to move forward with the proposed project on the Interlaken Loop.

**Ralph Lutjen makes a motion to have Ian go ahead with the test pits, Jay Buckley 2nds, passes 2-0**

Brief discussion on the email from Andrew Harteveldt

Primex is coming in for an appraisal on December 8th.

**Jay Buckley makes a motion to approve the Driveway Permit for Operations at 17 Jungfrau Road, Ralph Lutjen 2nds, passes 2-0**

**Jay Buckley makes a motion to approve the transfer of $30,022.67 from the Water Line Extension CRF to the Water Assessment Fund for Water Hook-ups, Ralph Lutjen 2nds, passes 2-0**

**Jay Buckley makes a motion to approve the transfer of $10,000 from the Water Assessment Fund to the Water Line Extension CRF for the Hook-up Application of 56 Huttwil Drive, Ralph Lutjen 2nds, passes 2-0**

**Commissioner’s Concerns/Reports**

Jay Buckley discusses the PRV project, Dawson is on schedule to start work on December 5th. Jay Buckley spoke with Rick Skarinka regarding extending the grant but a form needed to be filled out so that has been done just waiting to get approval to send it in. Rick Skarinka also suggested that the VDOE use the extra grant money to do smaller projects. Some projects Jay Buckley had in mind were the pH probes, security cameras at the pumphouses, pressure gauge at the Oak/Summit pumphouse, Concrete floor at the Muddy Beach pumphouse and the engineering estimate for the Altdorf/Interlaken project.

Discussion on S.W Cole giving a quote for ledge probing. Jay Buckley is waiting to hear back and if he does not he will reach out to another company.

Ralph Lutjen discusses correspondence with the Madison Police Chief, he is going to set up a meeting with him to clear the air.

**Correspondence**

Review of the Neighborhood Energy November Report

Review of the 5 Huttwil Drive Abutter Notification

Discussion on the culvert funding email, Kelly Robitaille is going to look into it and apply for any grants.

**Non-Public**

**Ralph Lutjen makes a motion to enter Non-Public under RSA 91-A:3 (a), Jay Buckley seconded. Roll Call Vote: Buckley-yes; Lutjen-yes: passes 2-0**

**Ralph Lutjen makes a motion to leave Non-Public under RSA 91-A:3 (a), Jay Buckley seconded, passes 2-0**

**Ralph Lutjen makes a motion to enter Non-Public under RSA 91-A:3 (d), Jay Buckley seconded. Roll Call Vote: Buckley-yes; Lutjen-yes: passes 2-0**

**Jay Buckley makes a motion to leave Non-Public under RSA 91-A:3 (d), Ralph Lutjen seconded, passes 2-0**

**Public**

**Jay Buckley makes a motion that once the approval has been made by Rick Skarinka for the Reinach Project Extension to sign the application out of session, Ralph Lutjen 2mds, passes 2-0**

**Jay Buckley makes a motion to seal the non-public minutes under** **RSA 91-A:3 (a), Ralph Lutjen 2nds, passes 2-0**

**Ralph Lutjen makes a motion to adjourn at 10:00am, Jay Buckley 2nds, passes 2-0**

Respectfully submitted,

Alexis Wagoner, Administrator.