**VILLAGE DISTRICT OF EIDELWEISS**

**Commissioners Meeting**

**Tuesday May 16, 2023**

The Board of Commissioners met at 9:00am on Tuesday May 16, 2023.

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

Meeting videotaped by Kasia of Madison TV

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

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

**Public Meeting**

**Mark Graffam makes a motion to approve the 5/2/2023 Meeting Minutes drafted by MG, Ralph Lutjen 2nds for discussion,** Ralph Lutjen proposes that he could agree to adding a paragraph, containing an explanation of the video recording of the meeting, with the link, to the beginning of Alexis Wagoner’s version of the 5-2-23 minutes. Mark Graffam can’t agree with Ralph Lutjen’s proposal. Ralph Lutjen declares that there will be no approved minutes for the 5-2-23 minutes.

**Mark Graffam makes a motion to publish both versions of the 5/2/2023 Meeting Minutes, Ralph Lutjen 2nds, passes 2-0**

Deferring the minutes of 5/9/2023 Mark Graffam has some changes.

**Mark Graffam makes a motion to approve the Non-Public RSA 91-A:3 (a) Meeting Minutes of 5/9/2023, Ralph Lutjen 2nds, passes 2-0**

**Ralph Lutjen makes a motion to approve the Payroll Manifest for $9,678.25, Mark Graffam 2nds, passes 2-0**

**Ralph Lutjen makes a motion to approve the Operating Account Manifest for $8,935.01Mark Graffam 2nds, passes 2-0**

**DPW**

Discussion on 33 Grison Road Driveway Permit Application

**Mark Graffam makes a motion to approve the driveway permit for construction at 33 Grison Road, Ralph Lutjen 2nds, passes 2-0**

Discussion on 3 Appenvel Way driveway washed out during storm because the ditch filled up. Kelly Robitaille believes it is the VDOE’s responsibility to repair the driveway since it was damaged due to the ditch filling up with sand.

**Ralph Lutjen makes a motion to permit the repair of the driveway at 3 Appenvel Way, Mark Graffam 2nds, passes 2-0**

DPW is still doing repairs from the water damage.

The office filled out a survey with the DPW regarding the costs associated with repairs to fix damage done by the floods.

Kelly Robitaille is in contact with the state regarding funding and keeping track of all the damage and costs associated with it.

Discussion on the Volvo backhoe

**Admin**

Discussion on the Water Tank Lining Line of Credit, Interest rate increased from 4.09% to 4.728%

Discussion on the part time administrator job posting, Mark Graffam does not feel we need another administrator and wants to defer till next week.

Discussion on the investment policy and bank accounts being insured with balances over $250,000.

Northway Bank is already set up with a sweep account to insure balances over $250,000. Bank of New Hampshire is not set up that way but has the capability to be switched to a sweep account.

**Ralph Lutjen makes a motion to get the BNH account switched to a sweep account, No 2nd.** Going to wait until bank sends over information.

Discussion on the water operator RFPs. The office reached out to the companies that were sent the RFPs and has communicated with 3 of them who will be submitting a proposal, one is no longer doing RFPs and two have not answered.

Discussion on the fill request for 6 Lucerne Drive. Robitaille is concerned about it being wetlands, office is to communicate with the landowner.

**Commissioner Reports**

Mark Graffam questions the operating account balance and when the next draw down from the TAN note will be. There is a current balance of $23,352.84 in the operating account.

**Ralph Lutjen makes a motion to withdraw $20,000 from the TAN, Mark Graffam 2nds for discussion, motion failed no vote will wait until next week.**

Discussion on the New Hampshire Retirement investment experience

Discussion on getting an inventory of all the water supplies that is in DPW.

**Correspondence**

Discussion on Granite State Analytical results the Uranium levels are now back in compliance.

Mark Graffam questions Muddy Beach well pump and how it is controlled which pump is activated and why Muddy Beach is pumping more than DPW some days. The office has reached out to Ian Hayes and has not received an answer yet.

**Public Comment**

Larry Leonard questions the leak on Diessbach

 -Work order is open, not sure if it is completed yet or not.

Larry Leonard questions the leak detection grant and who will be doing the work for it?

 -Water Committee quite so no one is doing it.

**Mark Graffam makes a motion to notify the state that we are not ready at this time, Ralph Lutjen 2nds, passes 2-0**

Larry Leonard questions the PRV project and how much money is remaining.

 -There is almost $39,000 remaining in the Project account. The VDOE will not get reimbursed with grant money until the project is completed. At this moment it is unclear who will be completing the project.

Ralph Lutjen suggests going into to Non-Public on the matter since it is going to become a legal matter.

Larry Leonard questions meeting with Ian Hayes to go over the water system.

 -Ian has not responded to the request yet.

Larry Leonard questions the Cybersecurity SCADA grant

 -Alexis Wagoner spoke with Andrew and Tom last week and they are working on getting things ordered to complete the upgrade.

Jay Buckley questions the outstanding water bills

 -Late fees have been sent out and customers are sending their payments in.

Jay Buckley questions the kayak portal being updated as he has two properties, but he no longer owns one of those.

 -The property listed is updated with the latest version provided by the Town of Madison

Jay Buckley questions is the SCADA alerts will be corrected with the computer upgrade.

 -Yes

Jay Buckley thanks the office for changing the phone system to include the DPW as well as water.

Jay Buckley states that at one point all the culverts were marked, will they be remarked?

 -Not at this time there is not enough money in the budget

Jay Buckley questions culverts being cleared out from the past storm and concern about future storms.

 -The DPW is on top of it and making sure the culverts are cleaned out.

**Ralph Lutjen makes a motion to enter Non-Public under RSA 91-A:3 (L), No 2nd**.

Mark Graffam suggests setting up a meeting with the attorney to discuss the matter rather than having a meeting now.

Discussion on meeting minutes the employee matters.

**Ralph Lutjen makes a motion to adjourn at 9:55am, Mark Graffam 2nds, passes 2-0**

Respectfully submitted,

Alexis Wagoner, Administrator.