**VILLAGE DISTRICT OF EIDELWEISS**

**Commissioners Meeting**

**Wednesday July 19, 2023**

The Board of Commissioners met at 8:45am on Wednesday July 19, 2023.

In attendance for the public meeting are Commissioner Ralph Lutjen, Commissioner Mark Graffam, Commissioner Mike Smith, Alexis Wagoner-Administrator, Kelly Robitaille-DPW Foreman & Michelle Clark-DRA (phone).

At 8:53am Commissioner Ralph Lutjen calls the meeting to order

**NON-PUBLIC MEETING**

**Mark Graffam makes a motion at 8:53am to go into Non-Public for RSA 91-A:3, II (b) Ralph Lutjen seconded. Roll Call Vote: Lutjen-yes: Graffam-yes: Smith-yes: passes 3-0**

**Mike Smith makes a motion at 9:27am to leave Non-Public for RSA 91-A:3, II (b). Ralph Lutjen seconded. Roll Call Vote: Lutjen-yes: Graffam-yes: Smith-yes: passes 3-0**

**PUBLIC MEETING**

Discussion on hiring a part-time employee in addition to a full-time employee. Alexis Wagoner comments that it should be strongly considered to hire a part-time employee, this position is too much for one person. Alexis Wagoner adds she thought she could do it but it’s overwhelming just having someone for an extra 10 hours a week would be beneficial.

Discussion on the Volvo Backhoe, the DPW went to get it ready to be loaded today for pickup and the rear end blew out. It needs to be repaired prior to handing it over to the new owner.

**Mike Smith makes a motion to have Kelly Robitaille contact Albany Service and get the Volvo Backhoe there for repair, Mark Graffam 2nds, passes 3-0**

**Mike Smith makes a motion to have Albany Service repair the Volvo Backhoe and continue with the sale, Ralph Lutjen 2nds and makes an amendment that the repairs come out of the cost of the sale, Mike Smith 2nds**, Mark Graffam points out that the money from the sale of the Volvo was voted on to go into the unassigned fund so it can not be put towards this, **amendment fails 0-3, original motion passes 3-0**

**Mike Smith makes a motion have the cost of the Volvo Backhoe repair come out of the Equipment Repair CRF, Ralph Lutjen 2nds, passes 3-0**

**Mike Smith makes a motion to request $16,475.46 to be taken out of the Equipment Repair CRF for the cost of the 2009 International repairs, Mark Graffam 2nds, passes 3-0**

Kelly Robitaille got a quote for a company to come and fill Grison Road for $20,000 which was a low price compared to others. Mark Graffam comments that he suggested the other day that they use an outside company to do with and work simultaneously with the DPW.

CRF’s are going to be needed for budgeting purposes. There is currently $262,490.08 total in Operating CRF’s. An email has been sent to the DRA regarding going over the budget and options the VDOE has.

Kelly Robitaille comments that the Grader is at Frechette and should be back on Monday.

**Mike Smith makes a motion to approve outsourcing the Grison Road filling for $20,000, Ralph Lutjen 2nds, passes 3-0**

**NON-PUBLIC MEETING**

**Ralph Lutjen makes a motion at 9:54am to go into Non-Public for RSA 91-A:3, II (b). Mark Graffam seconded. Roll Call Vote: Lutjen-yes: Graffam-yes: Smith-yes: passes 3-0**

**Ralph Lutjen makes a motion at 9:55am to go leave Non-Public for RSA 91-A:3, II (b). Mark Graffam seconded. Roll Call Vote: Lutjen-yes: Graffam-yes: Smith-yes: passes 3-0**

**PUBLIC MEETING**

Phone discussion with Michelle Clark from the DRA regarding going over the budget due to emergency circumstances. Michelle Clark suggests applying for an emergency expenditure from the unassigned fund balance.

Discussion on the road construction CRF funds and what is currently in the unassigned fund. Still have not got the 2022 audit with the updated figures for the unassigned fund. Michelle Clark recommends using the money in the road construction CRF first and then start the process for the emergency expenditures application.

Discussion on possibly getting FEMA money for the storm situations, the office has applied for one but has not heard back on if funds were going to be given out and they will be starting the process for the most recent storm.

Michelle Clark is going to send over the paperwork of the emergency expenditures application and the office is going to supply her with the CRF balances as well as the most up to date Profit and Loss for the 2023 budget.

Michelle Clark explains that the Commissioners will need to hold a public hearing to let the public know what is going on and that they are going to be applying for emergency expenditures coming from the unassigned fund balance. Give transparency and mitigate any issues going forward.

**NON-PUBLIC MEETING**

**Mark Graffam makes a motion at 10:14am to go into Non-Public for RSA 91-A:3, II (b) Ralph Lutjen seconded. Roll Call Vote: Lutjen-yes: Graffam-yes: Smith-yes: passes 3-0**

**Mike Smith makes a motion at 11:19am to leave Non-Public for RSA 91-A:3, II (b). Ralph Lutjen seconded. Roll Call Vote: Lutjen-yes: Graffam-yes: Smith-yes: passes 3-0**

**Mark Graffam makes a motion to adjourn at 11:22am, Mike Smith 2nds, passes 3-0**

Respectfully submitted,

Alexis Wagoner, Administrator.