



VILLAGE DISTRICT OF EIDELWEISS Commissioner's Meeting Tuesday, April 23, 2024

The Board of Commissioners met at 9:00am on April 23, 2024. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Wooda McNiven, Commissioner Nancy Cole, Deputy Clerk Doug Prescott, Administrator Jennifer Scully, DPW – Jeff DeMartino and Treasurer Dinah Reiss

The meeting was videotaped by Carol Dandeneau

Public Meeting

At 9:00am Commissioner Mark Graffam calls the meeting to order.

1. **Approval of Agenda** – Mark Graffam makes a motion to approve the 4-23-24 Agenda adding that Paula Doyle, who was to appear at this meeting, had to cancel as she was not feeling well. Mark also adds a Non-public 91A: 3II 9 (c) session to the agenda. Motion is 2nd and the motion is passed 3-0-0.
2. **Approval of Minutes** – Mark Graffam makes a motion to approve the Commissioner Meeting Minutes for April 12th. Nancy 2nds and the motion is passed 3-0-0.
The April 16th “recessed” meeting took place at the Dam with DPW and at the garage to view tire issue with backhoe. Those meeting minutes will be approved next week.
3. **Approval of Manifest @ 9:02am**
 1. Operating Manifest of \$2,830.31 includes an invoice from Matheson for \$50.76. Appears to be some type of rental fee. Clarification from Matheson is requested. Coleman bill charges for an item called “crofts”. Jeff clarifies that this was for a Pintal Switch. Mark Graffam motions to approve Operating Manifest and the motion is passed 3-0-0. Wooda 2nds. Motion is passed 3-0-0. Dinah Reiss adds that she will inform the bank to raise the daily limit.
4. **DPW @ 9:09am Jeff DeMartino**
 - One of the tires for the Backhoe will be covered under warranty. VDOE will pay for the other tire.
 - Spreaders have been removed from the trucks, cleaned and will be put away.
 - Mark Motors is waiting on parts for the 2018 Ram.
 - Snow tires to be removed from the 2019 and summer tires put on.
 - Grader quotes from Chadwick-Baross, Inc. is dated December 19, 2023, and Mark questions if the quote is still valid. Jeff notes that the quotes are only good for 30 days.



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He did speak with Dale at Chadwick-Baross and Dale states there may be a small increase due to some increases in the cost of fluids, filters and other parts. Jeff will reach out to Dale to get clarification on the quote regarding the adjustment of the valves and the 2,000-hour service, including associated parts. We hope we receive this information by Thursday of this week.

- **\$164.36 quote for replacing missing Vent Louver was presented and Mark motions to approve this quote. Nancy 2nds and the motion is passed 3-0-0.**

5. Simply Water

- Ian will attend the next meeting on April 30th.

6. Administrator's Report

- a. MS Office Products are all on and working from the Desktop.
- b. Mark Graffam's review of the Carbonite restore does not appear to be as large as the restore indicated. Not finding those needed folders/documents on the desktop as expected. Further investigation will be needed if web based saved "cloud" documents are even restored using Carbonite.
- c. MS Outlook "on-line" includes the OneDrive where we found folder and documents. Need to explore this revelation further to see what may be extracted and saved back out on desktop.
- d. Jennifer received a call from an owner who inquired about when his culvert would be installed. Said he spoke with someone around last year and was told it would be scheduled. At this time Nancy Cole was present during the call and had mentioned that the Board needed to discuss getting back into the inspection of driveways during the spring/summer months. Mark Graffam agrees that there should be involvement by the Commissioners for driveway inspections along with the DPW. Jeff DeMartino will visit the driveway of this property and report back. Mark Graffam was given the phone number of the property owner, and he will reach out to him.

Jeff also advises that there is a course, sometime this coming May, that addresses *Road Culverts*. Jeff & Administrator to investigate for information on this course.

7. Signature Items @ 9:29am

- a. **Chadwick-Baross Grader Maintenance quotes:** Previously covered December 19, 2023, quotes under the DPW section of this meeting.
- b. **\$2,500.00 Legal Opinion 'Engagement' Letter comes with a list of requirements we need to research and supply, such as cash flow information going back years, amongst other requirements.**



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Mark Graffam motions to further investigate TAN loan through Bank of New Hampshire. Dinah Reiss will obtain updated loan rates for financing. Motion is passed 3-0-0.

c. Money Transfers:

\$15,985 from Project to Operating. Mark makes motion to approve. Nancy 2nds and the motion is passed 3-0-0.

\$10,006.75 from Capital Reserve Water Extension to Operating. Mark makes motion to approve. Nancy 2nds and the motion is passed 3-0-0.

8. Commissioner's Concerns/Reports @ 9:57am

Mark Graffam

- Mail advertisement that Fidium is coming to the town of Madison.
- Need to contact Dawsons to find out when they plan on finishing the project. We still have the Retainment of \$4,500.00 under the contract.
- Still collecting data to address FEMA regarding the July storm. Data will include employee time/overtime, equipment usage and related costs. Will look into conducting Microsoft type team meetings.
- Will working on getting the meeting minutes back on the website.
- Response received from Bank of New Hampshire regarding the first breach of over \$14,000.00 + stolen. The bank advises that they will not reimburse the VDOE. There was no response regarding the additional \$6,000.00 + that was also stolen the next day.

Wooda McNiven

- Dam visit with the DPW last Friday allowed a glimpse into viewing damage. Some pictures were taken and identified a softball size crater.
- Drawdown of water this coming fall may provide a much better view of damage especially on the west wall. The grate may be lifted if required. Mark mentioned that Jeff DeMartino pointed out that the concrete is visibly deteriorating. Mark also states that a prior report on the dam had advised hiring a contractor to resurface the concrete. Board to revisit this issue in the coming fall with hopes that a contractor may be arranged to quote out repairs. Also need to check the Pond Level Management Ordinance.
- Asphalt repairs on the roads will be needed this summer. Realizes that this will require a third person to be hired/contracted to complete.
- Prior inquiry from an owner expressing concern about a visible campsite at a lot on Appenvel Way. Wooda visited the site to observe that there is an apparent occupancy as



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there is a tent, other free-standing structure(s) and a fire pit for a campfire. Madison ordinances have removed the restrictions for camp sites. Nancy remarks that zoning now allows for camping. Mark says another owner contacted the Madison Code Enforcer/Building Inspector and he advised that owners should be putting their concerns in writing and directing them to the Madison Code Enforcer.

Nancy Cole

- **Nancy spoke with Tom, and they arranged to meet along with the other Commissioners, to discuss SCADA and the Grant. Date set is for Monday, April 29, 2024, at 9am. Mark Graffam makes a motion that this meeting be held as a 91A: 3II (c) Non-Public Session. Nancy 2nds this and the motion is passed 3-0-0.**

9. Public Appearance

- Paula Doyle could not make it to today's meeting.
- Doug Prescott informs that the Floating Loon Nest was installed at Little Pea.
- **Valley Pride begins on May 4th and requests information to be posted at the VDOE and at the mailboxes. Motion made to post notices and the motion is passed 3-0-0.**
- Doug expresses the idea of forming "teams", made up of volunteers in order to tap into knowledge and resources. This is to aid in assisting issues brought up at the public meetings. Says this may be done without involving 91A rules.

10. Non-Public Session @ 10:42am

Mark Graffam makes a motion to leave the Public Meeting, citing 91A: 3II (c), to continue as a Non-Public Session. Nancy Cole 2nds and the motion is passed 3-0-0.

11. Adjourn @ 11:26am

Mark Graffam makes a motion to Adjourn the meeting. The motion is 2nd and passes 3-0-0.

To view meeting on video, please click on the following link:

[VDOE Commissioners Meeting, Madison, NH April 23, 2024 \(youtube.com\)](https://www.youtube.com/watch?v=...)