



VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, June 4, 2024

The Board of Commissioners met at 9:00am on June 4, 2024. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Administrator Jennifer Scully, DPW – Jeff DeMartino, and Treasurer Dinah Reiss.

The meeting was videotaped by Aysia Morency.

Public Meeting

At 9:01am Commissioner Mark Graffam calls the meeting to order.

- 1. Approval of Agenda – Mark Graffam makes a motion to approve the Jun 4, 2024, agenda. Motion is 2nd by Nancy Cole and the motion is passed 2-0.**
- 2. Approval of Minutes – Mark Graffam makes a motion to approve the Commissioners Meeting Minutes of May 29, 2024. Nancy 2nds the motion and the motion is passed 2.0.**
- 3. Approval of Manifest @ 9:03am**
 - 1. Operation Manifest of \$23.19 auto payment to PayChex to process 5/31/24 payroll. Mark makes motion to approve. Nancy 2nds and the motion is passed 2-0.**
- 4. DPW @ 9:05am Jeff DeMartino**
 - Jeff was provided the listing from Doug Prescott regarding the remaining list of maintenance items to be addressed for rafts to be launched.
 - Parts for the Grader have been identified and should be on order.
 - 2019 Ram is back from the shop. Quote should be coming in for the SCR catalyst converter.
 - 2018 Ram had several items addressed as they were under warranty.
 - In assisting with a summary, required to provide to FEMA, of washout cleanups completed from last year and into this year, Jeff is compiling a list of roads and their culvert piping data. Jeff will provide all data that he has compiled to Mark Graffam later today.
 - Beaver dam was broken up to allow backup water flow. Dam is flowing much better and now has allowed for the traps to be set.
 - Rowboat does not have any oars. May need to purchase a set to get rafts out in the water.
 - Ditching at East Bergamo & Interlaken will need to be done before gravel is brought in.



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5. Administrator's Report @ 9:15am

- a. E-mail notification to NHDES we should provide dates of Dam Inspection once Wooda McNiven returns from vacation.
- b. Agreement to pay Eversource Pump Houses billing directly from Water Assessment account.
- c. TAN Loan – Northway location is where signatures and documents will be notarized. Hoping tomorrow, Wednesday June 5th, this will be accomplished.
- d. Mark Graffam will review the renewal of Norton on two computers Admin1 and Admin2.
- e. Ok to renew GoDaddy at \$56.00 annually. Mark will investigate obtaining the .gov domain.

6. Old Business/Tabled Items @ 9:24am

- a. Tree removal notification at 25 Huttwil Dr. Road will be temporarily closed for aprox. 2 hours on June 11th beginning at 8am. **Mark Graffam makes a motion to approve this request adding that our DPW and the Carroll County Sheriff's Office be notified, and the Vendor clearly marks the roadway with caution signs. Nancy 2nds and the motion is passed 2-0.**

7. Signature Items @9:27am

- a. **Mark makes a motion to approve Jeff DeMartino's vacation request on 6/5 and 6/14/24. Nancy 2nds and the motion is passed 2-0.**
- b. **Mark makes a motion to approve Cat's Bookkeeping updated contract. Nancy 2nds the motion and the motion is passed 2-0.**

8. Commissioner's Concerns/Reports @ 9:30am

Mark Graffam

- Jeff DeMartino staked the beach to indicate location placement of the porta potties. Mark took pictures as well and will provide landmark locations to assist the company's staff for weekly maintenance.

Nancy Cole

- Mark Graffam makes note that he has been redirected many times back to the Driveway Ordinances to address current conditions of driveways that were approved for construction. There does appear to be several driveways that were not done according to ordinance compliance.



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- Nancy Cole notes that the original driveway application for 11 Jungfrau outlined a completely different plan of construction than what has been recently observed. The “draft” letter will need modification based on what Nancy has found and allows review from Commissioner Wooda McNiven. Item tabled for next week’s meeting.
- **22 Huttwil w/access to Bern. Mark makes a motion to approve the Driveway Construction Permit, outlining specifications. Nancy 2nds this motion and the motion is passed 2-0.**
- **40 Huttwil – Mark makes a motion to approve the Driveway Operations Permit. Nancy 2nds the motion and the motion is passed 2-0.**
- **8 Lucerne & 9 Lucerne – Mark makes a motion to approve the Driveway Operations Permit. Nancy 2nds the motion and the motion is passed 2-0.**
- Next grouping of Driveway Inspections will occur on Thursday morning at 10am.
- Auditors document request has been completed. All documents were scanned and sent via PDF on Monday.

9. Correspondence @ 9:47am

- a. Auditor Inquiry regarding Upper Lakeview PRV will be answered by Mark Graffam.
- b. Mark Graffam adds that a partner at the audit company contacted him and offered investigation of fraud services. **Mark Graffam makes a motion to answer “No” to any investigation services offered from Plodzik & Sanderson, PA at this time. Nancy 2nds this motion and the motion is passed 2-0.**
- c. Mark Graffam has a scheduled meeting with the Madison Planning Board to discuss the Eidelweiss Zoning Ordinances as there have been many reports of campsites at vacant lots. The meeting is scheduled for this Wednesday at 7pm.

10. Adjourn @ 10:02am

Mark Graffam makes a motion to Adjourn the meeting. Nancy Cole 2nds and the motion is passes 2-0.

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

[Village District of Eidelweiss Commissioners - June 4, 2024 \(telvue.com\)](https://telvue.com/Village-District-of-Eidelweiss-Commissioners-June-4-2024)