



VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, April 16, 2024

The Board of Commissioners met at 8:59am on April 16, 2024. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Wooda McNiven, Commissioner Nancy Cole, Clerk Doug Prescott, Administrator Jennifer Scully, DPW – Jeff DeMartino and Treasurer Dinah Reiss

The meeting was videotaped by Carol Dandeneau

Public Meeting

The meeting started with the swearing in of Doug Prescott as Clerk and Wooda McNiven as Deputy Clerk Oath of Office was taken by each and was signed.

Robert Ingram was sworn in by Nancy Cole on April 15, 2024, at the VDOE Office.

At 9:02am Commissioner Mark Graffam calls the meeting to order.

1. **Approval of Agenda** – Mark Graffam makes a motion to approve the 4-16-24 agenda adding the motion to discuss a Transfer Request from the Project Account to the Operating Account and to discuss when rafts will be put in the water. Nancy 2nds 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 2nd and April 9th. Nancy 2nds and the motion is passed 3-0-0.
3. **Approval of Manifest @ 9:04am**
 1. Payroll Manifest of \$9,046.17. Wooda McNiven makes motion to approve. Nancy 2nds and the motion is passed 3-0-0.
 2. Operating Manifest of \$8,448.74 to Eversource via Debit Card. Nancy Cole makes motion to approve. Wooda 2nds. Motion is passed 3-0-0. Dinah Reiss adds that she will inform the bank to raise the daily limit.
 3. Transfer Request from PRV Project in the amount of \$15,985 to the Operating account to cover payments made to Dawsons Excavating. Mark motions for the transfer. Wooda 2nds and the motion is passed 3-0-0.
 1. Dinah advises another transfer to be done next week for \$10,006.75.
 2. Wooda McNiven to follow-up with Dawson to be sure they received payments.
 3. Wooda and Mark spoke about the clarification of “retainage vs warranty”. Dinah added that we do not have a retainage. Clarification will need to be made.



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4. DPW @ 9:34am Jeff DeMartino

- Snow melting causing run off. A tree uprooted and a hole formed on the bank of Little Pea close to the Eidelweiss Drive pavement. The root ball hole was filled in with 6-inch rock to decrease additional erosion.
- Secured the railing on the wooden bridge at the Dam.
- Dam boards were put in on Wednesday, April 10th and with Commissioner's approval on Friday, April 12th, they were removed again. A steel hose clamp was placed on the black metal pipe railing to mark the 7-inch emergency level of water topping the concrete.
- The water is a little below emergency level, but water is still rushing over grate. Should wait a bit longer to obtain photos of the damage and consider putting boards back in. Reconvene meeting till notification that water is low enough for Commisioners to view visually and assess damage.
- Breaking down of plows and sanders from the trucks has begun.
- 2018 Dodge was towed & now at Marc Motors for service. 2019 Dodge will need service as well.
- Working on grader.
- **Lifting Road Bans. Mark motions to lift the ban. Wooda 2nds and the motion is passed 3-0-0.**
- **The International truck is put back together but due for inspection. Will need tires and reverse light replaced. Mark motions to purchase 5 tires and repair lighting, without pricing, so the International may pass inspection. Wooda 2nds and the motion is passed 3-0-0.**
- Wooda expresses the need for the Commissioners to meet with crew to obtain a better understanding of the maintenance needed on equipment.
- Jeff is proposing G.W. Brooks to obtain the Calcium Chloride, used for road dust control. \$1.57 a gal to get 3,000 gal. Truck used is the 2019. Will revisit this item at a later date.
- Fuel Fobs used to purchase truck fuel from the State of NH. Jeff was told there was a form completed by the office which contains the number to use these new Fobs. We have two new fobs for the Dodges only. Office will investigate further to locate these applications.
- Old spreader/sander for the International. Jeff proposed to discard after stripping parts. International needs to pass inspection before this can occur.
- Generator research: Jeff provides some information on a 9500 watt at a price of \$2,299 and is on sale. This would require a transfer switch and shelter for it. 1400 watt is about \$450.00. This one is more in line with the size of the one we had. Commisioners agreed that this issue should be revisited at a later time.



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- Rafts back in water plan: Doug Prescott would like some time to do some maintenance, such as chains and touch up paint. Jeff DeMartino is willing to help. Shooting for rafts in the water second week of June.
5. **Simply Water @ 10:13am**
- a) Can Ian start coming to the meetings again? Ask him to attend next week.
 - b) Mark Graffam advised that parts were purchased from Smithfield and is questioning why. There is a recent bill we have.
6. **Old Business/Tabled Items @ 10:15am**
- **Warrant Article on Como Zone - \$25,000 budget. Mark Graffam motions to invite Nick Skeggl from D&K Engineering to a Tuesday meeting. Nancy 2nds and the motion is passed 3-0-0.**
7. **Signature Items @ 10:16am**
1. **Chadwick-Baross Grader Maintenance quotes:**
 - a) **\$356.02 for Back lighting. Mark Graffam motions to approve. Wooda 2nds and the motion is passed 3-0-0.**
 - b) **\$5,627.23 quote to reshim & adjust the blade. Mark Graffam motions to approve. Wooda 2nds and the motion is passed 3-0-0.**
 - c) **\$3,950.44 Brake Charge Warning. Mark Graffam motions to approve. Wooda 2nds and the motion is passed 3-0-0.**
 - d) **\$1,202.14 Failed Gas Springs. Mark Graffam motions to approve. Wooda 2nds and the motion is passed 3-0-0.**
 2. **Devine Milliment Engagement Letter – Renelle L. L’Huillier, Esq.**
 - a) **Legal Opinion on TAN – Cost is \$2,500.00. Dinah Reiss to discuss with contact at Bank of New Hampshire. The board is not ready to motion and sign today.**
8. **Commissioner's Concerns/Reports @ 10:30am**
- Mark Graffam**
- Had Patrick Ramsy from Northledge Technologies in the office on Friday 4/12/24 to assist in getting our existing Microsoft products back on Desktop. Started a Carbonite restore in hopes to collect folders that contain needed documents. A follow up with Patrick will occur this week.
 - April 15th Kayak Rack signups have begun and was not delayed due to debit payments from old account to Google failing. This application runs on Google and is active with new debit information so no one should be having issues with signing on to reserve rack space. The issue seems to be that users are not remembering their log-in and passwords.



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- Second Google account controls the Nest which is the camera system. This is an annual billing and is now paid with the new debit card.
- GoDaddy account controls the Domain Names and was placed in a “parked” status. Mark authorized payment to activate with the new debit card.
- Jennifer Scully will wait for Dinah to advise of the increase in the debit card daily limit so she can take care of the Eversource account payments.

Wooda McNiven

- **\$7,500 Warrant Article for electrical work needed on the Cabana. Wooda looking to start scheduling. Has the quotes and vendors to begin scheduling. Wooda makes a motion to at least contact the electrician. Nancy 2nds and the motion was passed.**
- Mark Graffam spoke on the structures of an Advisory Board.

Nancy Cole

- Nancy spoke with Ian from Simply Water, and we can send an email invitation to him asking to attend meetings, when needed.
- Ian has logbooks that have the water usage data that we can use to update the missing data on our logs. DES 1st quarter water usage reports will be due at the beginning of May.
- Work Order generation for seasonal turn on's are in progress. He is accepting requests via email until we can get our file documents back on desktop. Hoping the Carbonite restore will help in this. Jennifer is able to use the Admin log in to access email and QuickBooks.
- Ian will be doing the CCR – the Consumer Confidence Report for the District. Due to the hit for Uranium last year, he will have documentation with regards to that.
- Ian will be sending updated contact information for himself and his company.
- Lead reporting from DES will cause some concerns and questions and Ian advises he will handle this when it comes time (Summer months). Investigation into older homes will likely be included.



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9. Public Comments/Non-Agenda items

- Tom at EII – SCADA Company would like to meet concerning \$25,000. Grant to upgrade the PC. The age of the current PC is now a potential security threat. Nancy to reach out prior to August.

10. Mark motions to put this meeting into Recess until the Dam review occurs this Friday, April 19th at 1:00pm. Nancy 2nds and the motion is passed 3-0-0.

11. The meeting resumed at the dam on the 19th at 1:00pm. Present are Mark Graffam Nancy Cole, Wooda McNiven, Dinah Reiss, Tony Eldridge, and Jeff DiMartino. (no video)

Wooda took pictures of the damaged concrete on the inside of the west wall of the spillway. Jeff DiMartino reinserted the top two boards.

The meeting recessed to the DPW1 garage at 1:30 to inspect the damaged tire on the backhoe and the problem with a garage door.

The meeting adjourned at 2:25pm.

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

[Village District of Eidelweiss Commissioners - April 16, 2024 \(telvue.com\)](https://telvue.com/Village-District-of-Eidelweiss-Commissioners-April-16-2024)