

VILLAGE DISTRICT OF EIDELWEISS
Commissioner’s Meeting
Tuesday, July 30, 2024

The Board of Commissioners met at 9:01am on July 30, 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 Aysia Wellinghurst.

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 7-30-24 agenda adding to include 91-A:3, II(c) Non-Public Session, citing “reputation”. Mark Graffam adds comment to remove Correspondence bullet #3. Nancy Cole 2nds, motion is passed 3-0-0.

2. Approval of Minutes

- a. Mark Graffam makes a motion to approve the meeting minutes of 7/23/24. Mark Graffam makes comment to update bullet #7 under DPW for Jeff DeMartino to contact Asplundh Tree Service regarding tree logs left on side of the roadways of the Village. Mark also adds that under Correspondence, bullet #1 be updated to include “Petition” to Warrant Article. Nancy Cole 2nds and the motion is passed 3-0-0.**

3. Approval of Manifest @ 9:01am

- a. Mark Graffam makes a motion to approve the 7-30-24 Operations Manifest of \$47,004.41 commenting that \$40,000 of this is to open the new “Operating” Account at Northway Bank. Manifest also includes monthly payroll for the Board & Treasurer. Nancy Cole 2nds the motion and the motion is passed 3-0-0.**
- b. Mark Graffam makes a motion to approve the 7-30-24 Water Assessment Manifest of \$860.00 to Dubois & King Engineering. Nancy Cole 2nds and the motion is passed 3-0-0.**

4. DPW - Jeff DeMartino @ 9:07am

- Two quotes from Chadwick-Baross include the Push-pull part cost of \$3,426.90 which Jeff advises does not include the \$400.00 shipping charge they would add. Mark Graffam makes a motion to approve \$3,826.90 to order this part. Nancy Cole 2nds and the motion is passed 3-0-0. The other quote is for the Seal Kit. Mark Graffam makes a motion to approve the \$1,168.00 Seal Kit quote including any freight and tax that would be applied. Nancy 2nds and the motion is passed 3-0-0.**

- Commissioners and DPW to meet at 14 Little Shore Dr. on Wednesday, July 31st at 12:30pm, if confirmed with property owner, to discuss long term solutions of gravel erosion caused by water flow.
- Raft repaired and back out.
- Old lighting that was removed from the Cabana has been taken to dump.
- **Property owners' tree, across from DPWII, is leaning into the road and should be trimmed or taken out. Mark makes a motion to contact the owner and advise that the tree will be trimmed back or taken out. Jeff to provide Jennifer with the address of the homeowner to contact. Nancy 2nds the motion and the motion is passed 3-0-0.**
- Backhoe now has 930 hrs and should have the 1,000 hr service scheduled with John Deere. Also looking to have the flasher lighting installed and the blower calibrated.
- Started working on the culvert at 9 Adelboden and work will continue this week.
- Driveway culvert removed on a driveway on Appenval Way.
- The water tank for the 2019 Dodge has wire connection issues and has gone in for service to be resolved.
- The bus stop at the triangle has been dug out to allow for better water flow. Mark Graffam makes a comment that in the bus stop hut, where the mailboxes are, he found a pizza box, empty vodka and many other alcoholic nip bottles. Clear that a bear has been visiting due to the mess. Garbage has been cleaned up and disposed of. Doug Prescott makes a comment that the bus stop hut has started rotting at the bottom due to being positioned right on the ground. Adds that maybe DPW can consider lifting and placing on blocks.
- Jeff found a company to purchase the hard wood logs collected and stored at DPW1. They offered \$300.00 but we would have to deliver to their site in Madison. There would be many trips to deliver and including labor, fuel and equipment cost, we will hold off a bit longer to allow potential other bids.
- Jeff would like to purchase 1 ½ inch gravel &/or 3-inch gravel to begin working on the shoulder backups.
- Jeff marked the ditch line on Bristenstock. Mark Graffam adds that the FEMA Project has a listing of Village District roads that have GPS location and gravel measurements. FEMA will visit for 4 days, beginning on August 12th, to review and collect data on the cleaning of 209 culverts and ditch lines of at least 40 roads. They will require an estimate from us that include material, labor and equipment use. There is a list of 16 questions they proposed for each of the 7 roads they require answers to. These 7 roads are the ones that include pavement. Jeff can mark these locations as well to assist FEMA. Mark Graffam needs the assistance of the DPW to provide the answers to these questions and begin working on cost estimates. Mark Graffam is waiting for a response from the FEMA personnel we have been working with, to provide an explanation of why he recently received notice that the FEMA projects are expiring in 60 days. Jeff agrees to meet with Mark, beginning today at 2:30pm.

- **The bearing fix to the Merry-go-round, done previously, did not prevent it from breaking again. The shaft is very worn, and we should consider removing it all together and replacing it with something else. Mark Graffam makes a motion to allow the DPW to remove the merry-go-round. Nancy 2nds the motion and the motion is passed 3-0-0.**
- Pictures of the 2019 Dodge's catalytic converter need to be compiled in order to take to a local metal fabricator for assessment.

5. Scheduled Public Appearance – Doug Prescott

- Wanted to make a comment on record that working with Jeff and Tony from the DPW has been a delight and that they have been doing a great job.
- Believes that having inventory of floats for the rafts would save time on repairs.
- Believes there is a shortage of tools available for Tony and Jeff. Suggest that each DPW truck be equipped with a toolbox. Nancy Cole advises that this is an issue that is already on her 2025 Warrant List.
- The area in the Cabana that is loaded with old pipes and equipment should be addressed. Suggests that items should be removed, reviewed by Ian from Simply Water and the DPW to either salvage, sell or trash these items.

6. Signature Items @ 10:13am

- Northway Bank signature cards for new Operations Account. Nancy Cole will reach out to obtain information and who is handling.

7. Commissioner's Concerns/Reports @ 9:15am

Mark Graffam

- Follow-up with Primex on our claim for lost & damaged equipment. Nancy Cole will reach out to obtain information and who is handling.
- Application for Credit Card with Northway. Mark has the application and Dinah Reiss will follow-up to get it completed and submitted.
- Cyber Grant invoicing/receipts have been found and need to be submitted so we may collect reimbursement. Jennifer will submit the collected invoice/receipts.
- Wooda McNiven inquires if we heard back from Tom Therrien at EII regarding the quote for a rack mounted Dell PC for the SCADA System. Nancy Cole advises she has not, nor did Tom come to the office to obtain the key to the existing computer he needed. Nancy will again reach out to him and to EII's office staff to review the annual agreement and confirm if items in the agreement still apply.

Wooda McNiven

- The EPOA cookout event that occurred this past weekend looks to have been a success.
- Program that was offered at Tin Mountain reviewed road maintenance. Wooda observed that the attendance was made up of mainly baby boomers and older people.

He hopes that there will be a future campaign offered to begin attracting the younger generation of Village District owners to engage in the doings of where they own and live.

Nancy Cole

- 57 Eidelweiss Dr. - DPW to fix the road culvert at some point. The owner did start doing work to remove debris and plans on working on completing the required negative grade and add stone header at driveway culvert. Nancy to work on draft letter to owner.
- 2 Chocorua View – Submitted drawings requested of the owner have been completed, reviewed and approved. Debris at this property have been removed and taken away. Letter to owner to be signed out of session.
- 3 Reinach Place – Letter to owner indicating the requirements to continue the driveway construction is to be signed out of session.
- Total of 65 Driveway Application within the Village have been reviewed. 33 of these have had driveway construction permit expiration letters sent and we have not heard back from these owners. Seeking guidance on how to address these going forward.

8. Correspondence @ 10:32am

- Uranium testing of Muddy Beach by Granit State Analytical has passed. This report will be posted on the website.
- **27 Huttwil Driveway Application review. Mark Graffam makes a motion to provide a Driveway Construction Permit for this owner. Nancy 2nds the motion and comment is made that there must be a notation of the required culvert and culvert size as a condition of the permit. Nancy Cole will obtain pictures for the file. The motion passes 3-0-0.**
- Letter to the owner at 3 Bristenstock was sent to the owner regarding water hook-up.
- Response to owner at 1 Bristenstock, that their inquiry for response regarding the current construction occurring at 3 Bristenstock, must come from the Town of Madison.

9. Non-Public Session @ 10:47am

Mark Graffam made a motion to move out of Public Session into 91-A:3,IIc Non-public.

**Roll Call vote: Mark Graffam – yes
Nancy Cole - yes
Wooda McNiven - yes**

To view the meeting on video, please click on the following link:
[Village District of Eidelweiss Commissioners - July 30, 2024 \(telvue.com\)](https://telvue.com/Village-District-of-Eidelweiss-Commissioners-July-30-2024)