

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, August 13, 2024

The Board of Commissioners met at 9:00am on August 13, 2024. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Wooda McNiven, Commissioner Nancy Cole, Treasurer Dinah Reiss and Administrator Jennifer Scully

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 8/13/24 agenda adding to include 91-A:3, II(c) "sealed" Non-Public Session, citing "reputation" and "employment". Nancy Cole 2nds, motion is passed 3-0-0.

2. Approval of Minutes

- Mark Graffam makes a motion to approve the meeting minutes of 8/6/24. Mark Graffam makes comment to correct the spelling of Regi PRV to "Rigi" and to note that the Agenda of 8/6/24 include that the Non-public session is "sealed". Nancy Cole 2nds the motion and the motion is passed 3-0-0.

3. Approval of Manifest

- a. Mark Graffam makes a motion to approve the 8/13/24 Operations Manifest of \$18,106.96 noting that \$11,500.00 is a Term Loan payment made via EFT from the Operating Bank Account to Bank of New Hampshire. Nancy Cole 2nds and the motion is passed 3-0-0.
- b. Mark Graffam makes a motion to approve the 8/13/24 Water Assessment Manifest of \$38,244.51 noting a Water Loan payment of \$9,140.03 made by check to Bank of New Hampshire on August 7th. Mark also wishes to hold the payment of \$17,161.43 to Simply Water to ensure that Curb Stop Cards are being completed for new water hook ups. Nancy Cole 2nds the motion and the motion is passed 3-0-0.

4. DPW - Jeff DeMartino @ 9:30am

- Jeff DeMartino is currently with visitors from FEMA discussing and reviewing information regarding road ditching & culvert repairs from the July 2023 storm. Items listed on the agenda will be noted at next week's Commissioners Meeting.
- Mark Graffam has spoken to Jeff about prioritizing the removal of the Jungfrau PRV Pit Cover and filling of the pit.

- **Mark Graffam makes a motion for a letter to be drafted to the owner on 21 St' Moritz regarding yard debris into the ditch line of the road. The exact address will be confirmed, and a draft letter will be completed. Nancy Cole 2nds and the motion is passed 3-0-0.**
- Current Fuel Log information will be requested of the DPW and research into log information as to what was documented years prior will occur at the office and at the DPW.
- Status of tree debris left by Asplundh Tree Service will be added to the DPW Agenda for next week.

5. Administrator's Report @ 9:40am

- Emergency Shut offs completed and billed from Simply Water at 34 Interlaken Cir. & 3 Middle Shore due to property owner's contractors damaging equipment. Mark Graffam makes a motion to allow billing to these owners to recoup what was paid to Simply Water. Nancy Cole 2nds and the motion is passed 3-0-0.**
- Driveway and Water Hook up at 42 Bern Drive. Review requires physical inspection of this property. Property on 5 Grimsel will also be reviewed.
- Mark Graffam makes a motion to approve the ordering of checks for the New Operating Account opened at Northway Bank. Nancy 2nds and the motion is passed 3-0-0.**
- Nancy Cole inquired about the status of an additional account to open at Northway for the purpose of Water Hookup Application payments. There has been no movement on this request previously approved by the Board.
- Nancy Cole also advises that the 2024 Warrant Articles need to be updated in QuickBooks to properly produce Profit & Loss reports.
- Jennifer will reach out to Northledge Technologies, Inc. to provide quotes for IT Services as this will be part of a 2025 Budget for an IT Warrant Article. Mark makes a motion to move ahead with this request. Nancy 2nds and the motion is passed 3-0-0.**
- Mark Graffam inquired about outstanding updating to QuickBooks to begin completing the Profit and Loss Statements we want to produce monthly. Nancy will sit with Jennifer to enter the Warrant Article entries as Payroll is up to date.

6. Commissioner's Concern/Reports @ 9:57am

Mark Graffam

- Email notification received alerting to possible damage coming from the remnants of Hurricane Debbie. Notification suggesting to document and take pictures of what roadways look like prior to a storm event. Data will be useful should we be in a position where we need to make claims and/or are eligible for grant reimbursements due to storm damage.

Wooda McNiven

- Public announcement for homeowners to be aware of where they are putting & securing garbage due to increase activity of Bears and the damage they are causing, not only to the homeowners own property but potentially other property within the village.
- Follow-up will occur with Dawson on items remaining to complete the contract.

Nancy Cole

- Driveway Inspections to occur today at 1:30pm beginning at 42 Bern and then onto Grimsel.
- DRA Portal has been successfully accessed and signed warrants and minutes from the 2024 Annual Meeting have been updated. Moving forward to establishing the tax rate setting for 2025.
- Pump House walk-thru allowed the document of issues needing to be addressed. Some issues may be addressed this year but certainly items will move into next year possibly addressed by Warrant Articles for 2025.
- Mark Graffam adds that the Pump House at the DPW1 well has a pump meter in the underground vault that is not working and has not been working for at least a couple of years. This meter was used to aid in controlling when the sodium hydroxide is released into the system and currently is being bypassed to release the sodium hydroxide when the pumps turn on. It was also noted that the PH meter is also not working. Current measurement of the PH is being done by Granite State Analytical in normal scheduled water testing.

Recess Public Session @ 10:33am to re-convene at 1:30 at 47 Bern Drive to conduct Driveway Inspections.

7. Non-Public Session @ 10:33am

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 - August 13, 2024 \(telvue.com\)](https://telvue.com/Village-District-of-Eidelweiss-Commissioners-August-13-2024)