

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, August 6, 2024

The Board of Commissioners met at 9:00am on August 6, 2024. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Wooda McNiven, Commissioner Nancy Cole, Administrator Jennifer Scully, DPW – Jeff DeMartino, Ian Hayes, Water Operator with Simply Water and Nick Sceggell, Engineer at DuBois & King.

The meeting was videotaped by Aysia Wellinghurst.

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 8/6/24 agenda adding to include 91-A:3, II(c) “sealed” Non-Public Session, citing “reputation” and “employment” after today’s Pump House walk-thru. 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 7/30/24. Mark Graffam makes comment to update bullet item under #7 - Commissioner’s Reports/Nancy Cole to clarify header at driveway culvert for 57 Eidelweiss and add total number of 65 Driveway “Applications” that were reviewed. Wooda McNiven adds to correct spelling of “petition” under #2. - Approval of Minutes. Nancy Cole 2nds the motion and the motion is passed 3-0-0.**

3. Approval of Manifest @ 9:06am

- a. Mark Graffam makes a motion to approve the 8/6/24 Operations & Payroll Manifest of \$5,906.60. Nancy Cole 2nds and the motion is passed 3-0-0.**

4. DPW - Jeff DeMartino @ 9:08am

- Jeff’s request for vacation time Aug. 19th – Aug. 23rd. Mark Graffam makes motion to approve request. Nancy Cole 2nds and the motion is passed 3-0-0.**
- John Deer mechanic to visit DPW1 to work on the issues with the backhoe on Monday, August 12th. This includes the mileage service, blower, mounting lights, outrigger/ stabilizers. Radio no longer working. Jeff had to purchase a replacement at a cost of \$65.00.**
- Chadwick-Baross advises that the grader is nearly ready. Detailed invoicing should be coming to the office soon.**
- Painting of the lines for FEMA has been completed.**

- Albany Service will complete the catalytic converter repairs on the 2019 Ram.
- Purchase of 1 ½" gravel to address repairing of road shoulders due to the washouts that occurred this past Wednesday.
- Ditch lines continue to be addressed this week.
- Mark Graffam adds that the gravel budget should be reviewed.

5. Scheduled Public Appearance

@ 9:19am – Ian Hayes with Simply Water

- Recommends that Tank Liner inspections should be scheduled as inspections have not been done in about 7 years.
- Muddy Beach II Pump has been replaced and monitoring will continue to determine if replacing the Motor Control Box should occur. Estimated cost of about \$1,500.00. Ian will reach out for additional information.

@ 9:29am – Nick Sceggell, DuBois & King & Ian Hayes:

Discussion of Como Zone Pressure Reducing Vault & standards of a PRV design.

- Appears to be more activity in location due to new homes being built. Nick would like to see a measure of current use & pressure.
- Ways to bypass water when doing maintenance or servicing of PRV.
- Concrete structure, such as Rigi PRV
- Meter readings should be a local recording as opposed to electronic communication.
- Vault size should allow for additional features to be added when necessary.
- Sump pump built in.
- Lightweight covers, such as aluminum, is preferred.
- A survey may be necessary to understand where property lines are located.
- Access ladder installed.
- Service ports (inlet/outlet) for testing and other purposes.
- Board Insulation at the hatch.

Recess Public Session @ 10:28am to re-convene at DPW1 Pump House to begin walk-thru of Pump Houses.

Recess Public Session @ approximately 1:45pm to, continue at the VDOE Office, after the 91-A:3,IIc Non-public Session is held.

6. Non-Public Session @ 3:25pm

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

Recess Non-Public Session @ approximately 4:15pm to continue the morning of Wednesday, August 7th.

Non-Public Session continued @ 9:00am Wednesday, August 7, 2024

Mark Graffam makes motion to adjourn the Non-Public Session @ 10:20am.

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

The motion is passed 3-0-0.

7. Public Session continues Wednesday, August 7, 2024

Mark Graffam makes a motion to move back into Public Session @ 10:20am. Nancy Cole 2nds and the motion is passed 3-0-0.

8. Administrator’s Report @ 10:21am

- **Bank of New Hampshire Long Term Bond Loan due August 8th. Mark Graffam makes a motion to issue payment to Bank of New Hampshire for \$9,140.03. Nancy 2nds and the motion is passed 3-0-0.**

9. Signature Items @ 10:45am

- **2024 MS-232 (Report of Appropriations Actually Voted) signed and to be uploaded to the NH Department of Revenue website.**

10. Commissioner’s Concerns/Reports @ 10:50am

Mark Graffam

- **Mark Graffam makes a motion to purchase a Conference USB Microphone for the purpose of video conferencing at the VDOE Office. Nancy Cole 2nds and the motion is passed 3-0-0.**

Nancy Cole

- **Driveway Permit Extension letter to owners at 57 Eidelweiss Drive includes conditions. Nancy Cole makes a motion to sign the letter. Wooda 2nds and the motion is passed 3-0-0.**

11. Meeting Adjourn @ 11:03am

- **Mark Graffam makes a motion to adjourn the Public Meeting at 11:03am. Nancy Cole 2nds and the motion is passed 3-0-0.**

To view the meeting on video, please click on the following link:
[Village District of Eidelweiss Commissioners - August 6, 2024 \(telvue.com\)](https://telvue.com/Village-District-of-Eidelweiss-Commissioners-August-6-2024)