

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, September 24, 2024

The Board of Commissioners met at 9:00am on September 24, 2024. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Wooda McNiven, Commissioner Nancy Cole, DPW – Jeff DeMartino, Doug Prescott - Clerk 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 9/24/24 Agenda. Nancy Cole 2nds and the motion is passed 3-0-0.

2. Approval of Minutes @ 9:01am

- **Mark Graffam makes a motion to approve the meeting minutes of 9/17/24 adding clarification on the description under #4 DPW, bullet #4. Nancy Cole 2nds and the motion is passed 3-0-0.**

3. Approval of Manifest @ 9:02am

- a. **Mark Graffam makes a motion to approve the 9/24/24 Operations and Payroll Manifest of \$32,797.59. Mark Graffam posted the invoice on the website and a comment was received as to why we do not do certain types of maintenance in house. It appears all the work needed also included the 2000-hour maintenance service. Payment to Chadwick-Baross will be held so further review of the invoice may be done. Payment should go out no later than the beginning of next week. Nancy Cole 2nds the motion and the motion is passed 3-0-0.**
- b. **Mark Graffam makes a motion to approve the 9/24/24 Water Hook-up Manifest of \$910.85. Nancy Cole 2nds and the motion is passed 3-0-0.**

4. DPW - Jeff DeMartino @ 9:12am

- **Grader has been in use on Grison Rd, Huttwil Dr. hill and Lucerne. Grison Rd & Huttwil Dr. had some gravel added. About 2 tons were used where the leak was repaired on Little Shore Dr. Presidential Dr. has had prep work, and some ditching completed and is scheduled next week for grader use. West Bergamo, Big Loop & Interlaken are also coming up. Jeff will be stocking up on gravel purchases this week.**
- **The curve at Thusis Rd & Appenvel Way needs some ditch work. No gravel has been added there from the DPW but may be coming from the lot work being done on Adelboden Way. DPW will ensure that the Class V Road will be protected. Jeff will also try and ensure that**

the culvert at that location is clear. We are still waiting for the Driveway Application from the owner of this lot.

- 2019 Dodge went into Albany Service Center for the yearly inspection and Jeff hopes the light issues will be fixed while they have it. The 2018 Dodge will go in next, for the inspection
- Jeff will get together with Doug Prescott, possibly this Wednesday, to begin getting rafts out.
- Candidate for the DPW position. Jeff will move forward to having this candidate to complete the application and set up for a meeting with the Commissioners.
- Doug Prescott advises that a kayak rack located at Geneva Place is damaged due to the way the rack is being used.
- New American Flag will need to be ordered for Memorial Park. EPOA is looking into this.

5. Administrator Report @ 9:32am

- John Deere loan payment of \$22,972.05 will be due in October. Jennifer to provide a profit/loss report as well as a copy of the Operations bank statement for review at next week's meeting.

6. Old Business/Tabled Items @ 9:35am

- QuickBooks Desktop Plus is no longer supplying new subscriptions but is supporting current subscriptions. It is unclear if support will be provided after the current subscription expires and both Nancy and Jennifer feel that we may not be supported. Jennifer will verify when our current subscription is due to expire.
- **Proposal received from Tom Therrien at EII for upgrades to the SCADA System. Mark Graffam makes the motion to accept the proposal submitted on September 19th. Nancy Cole 2nds and the motion is passed 3-0-0.**
- Septic Design Approvals include verbiage that states "Approved with a public water system only". Commissioners advise that this is not our issue and an issue for property owners.
- MS-434 "Draft" was completed. Sending to the DRA for review.
- Tower Agreement modification will be tabled for some time the first or second week in November.

7. Signature Items

- **Driveway Permit for Operations for 16 Grison Rd. Mark Graffam makes a motion to approve. Nancy 2nds the motion and the motion is passed 3-0-0.**

8. Commissioner's Concerns/Reports @ 9:55am

Mark Graffam

- Flood light was changed at the entrance sign.
- No FEMA Activity until meetings resume in October.
- Mark Graffam will be putting the original black Water Hook-ups books back where Simply Water can access. There is a large map that hopefully DuBois & King Engineering

can provide us with a digital copy. Mark provided the digital link to all involved. Mark was advised that there are some cards that appear to be missing and was also informed that GPS data given on cards is not always accurate.

Wooda McNiven

- Wooda continues to work on the stolen DPW Equipment list. Mark Graffam will provide Wooda with log on information to upload this data for a claim submission.
- Wooda & Doug Prescott will begin working on putting up the tiles at the Cabana records room. Hopefully they can review some of the boxes of records to begin purging.
- Doug Prescott mentions that the Cabana garage door needs to be worked on.
- Doug Prescott also inquires about our ability to scan these record documents. Right now, the office scanner would not have the capability to scan documents at the level this would require.
- Wooda inquires about the \$1,000.00 left over on the Warrant Article and how that money may be used. The warrant article will have to be read to understand how this money may be used.

Nancy Cole

- The Credit Card Application Checklist needs to be reviewed as it appears additional information is required. Nancy will review with the Treasurer, Dinah Reiss and Jennifer will supply a copy of the checklist to her.
- **Letter for 11 Blinden Drive and 25 Bern regarding their driveways. Nancy Cole makes a motion to sign these letters. Wooda McNiven 2nds and the motion is passed 3-0-0.**

9. Correspondence @ 10:12am

- **Mark Graffam makes a motion to approve a draft letter to revoke the Driveway Construction Permit for 13 Thusis. Nancy 2nds and the motion is passed 3-0-0.**
- Call from the owners at 29 Grison Rd & 53 Bern Dr who received their Driveway Construction Revoke Letters. Commissioners advise that the office communication to these owners should be that they fully review the Driveway Ordinance, complete a new driveway application and provide proof of active bond.
- **Mark Graffam makes a motion that an owner who requests use of VDOE DPW resources for their own individual purpose or to provide a “donated” services for a chosen entity, outside of the district, may not be approved or allowed. Nancy Cole 2nds and the motion is passed 3-0-0.**
- Nancy Cole reminds the board that a Public Meeting (round table) should be held, that include district owners, for an open agenda discussion. The date will have to be chosen and should occur during the week in the evening or on the weekends. Mark Graffam will put a notice out on social media.

10. Public Session Adjourned @ 10:39am

Mark Graffam makes a motion to adjourn the Public Session. Nancy Cole 2nds the motion and the motion is passed 3-0-0.

To view the meeting on video, please click on the following link:
[VDOE Commissioners Meeting, Madison, NH 09/24/2024 \(youtube.com\)](https://www.youtube.com/watch?v=...)