

**VILLAGE DISTRICT OF EIDELWEISS**  
**Commissioner's Meeting**  
**Tuesday, October 29, 2024**

The Board of Commissioners met at 9:00am on October 29, 2024. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Wooda McNiven, Commissioner Nancy Cole, Treasurer Dinah Reiss, Clerk Doug Prescott and Administrator Jennifer Scully.

The meeting was videotaped by Aysia Morency.

**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 10/29/24 Agenda. Wooda McNiven 2nds and the motion is passed 3-0-0.**

**2. Approval of Minutes @ 9:02am**

- **Mark Graffam makes a motion to approve the meeting minutes of 10/22/24. Nancy Cole 2nds and comments for amendments were made by Mark Graffam & Wooda McNiven. The motion is passed 3-0-0, with amendments.**

**3. Approval of the Manifest**

- **Operations & Payroll – Mark Graffam makes a motion to approve the Operations & Payroll Manifest of \$13,772.93. Nancy Cole 2nds and the motion is passed 3-0-0.**

**4. DPW – Jeff DeMartino**

- **Jeff advises that the John Deere is still having issues with the stabilizers and after using the Turbine Blower for approximately 3hrs, a seal broke and leaked hydraulic fluid. Jeff advises that the gaskets and seals have been replaced several times and believes there are some other issues that may be going on, like a back pressure issue. Mark Graffam makes a motion to allow Jennifer to coordinate a conference call with United Construction & Forestry's Service Manager. Nancy Cole 2nds and the motion is passed 3-0-0. Jeff will again reach out to United Construction & Forestry and HP Fairfield. Jennifer will await word if scheduling a conference call with the service manager and the Commissioners will be necessary.**
- **Jeff requested a quote sheet for salt from Eastern Minerals. Mark Graffam makes a motion to allow Jeff to purchase a tri-axle load of salt, to put in the shed, from Eastern Minerals and 3 loads of sand from High Street Sand & Gravel.**
- **Jennifer will inquire with NHDOT Fuel Distribution as to why the new fob to purchase fuel is not working.**
- **Jeff & Tony continue to lay gravel on Presidential and where needed.**

- The Diessbach culvert has been cleared and should now allow water to flow freely. Jennifer will reach out to the owner on Diessbach to schedule a meeting for the early afternoon on Tuesday November 5<sup>th</sup>, at his property, and will include the Commissioners, Jeff and possibly Tony.
- Signs for Rigi Rd have been purchased and will be put up. Mark Graffam notes there are other Class VI roads that should have similar signs. Commissioners will compile a list.

#### 5. Administrators Report @ 9:36am

- a. 26 Huttwil Driveway Application received. Today's meeting will recess for the Commissioner's to complete the inspection.
- b. **Mark makes a motion to allow Jennifer to submit work orders for the water operator to schedule water turn-off for unpaid water bills. Nancy 2nds and the motion is passed 3-0-0.**
- c. Mark Graffam has been given the free Yubi keys to Jennifer and Jennifer will research the website for installation & use.
- d. Mark Graffam notes that changing the VDOE email domain address from .org to .gov will provide added security.

#### 6. Cash Flow – Dinah Reiss, Treasurer

- Bank of New Hampshire – Total Deposit of \$243,219.52 includes the Water Project Account.  
This is Operating Checking of \$218,200.62 & \$24,868.90 Water Project Account.  
Dinah feels that we should not have to use the TAN Loan  
Principal & Interest Loan – Tank Lining Loan balance of \$130,985.34  
2019 Dodge Ram loan balance of \$15,067.97 will be paid off in January 2025  
Northway Bank – Water Assessment balance \$250,080.75 but we still have water operator bills to pay.  
New Operating Account balance \$39,903.05  
New Water Hook-up balance \$19,870.56  
TAN Loan – Interest Accrued \$2,485.00

#### 7. Signature Items

- **Mark Graffam makes a motion to sign the Driveway Permit for Operations for 3 Reinach Pl. Nancy Cole 2nds and the motion is passed 3-0-0.**
- **Mark Graffam makes a motion to sign the Driveway Permit for Construction, with conditions, for 53 Bern Dr. Nancy 2nds and the motion is passed 3-0-0.**
- **Mark Graffam makes a motion to sign the updated letter to the owner of 1 Jungfrau Rd. and to send via email as well as regular mail. Nancy 2nds and the motion is passed 3-0-0.**
- **FEMA-State of NH – ACH Enrollment Form for change in bank account. Mark Graffam makes a motion to have Dinah sign and have it notarized and for Jennifer to mail back to them. Nancy 2nds and the motion is passed 3-0-0.**

## 8. Commissioner's Concerns/Reports

### Mark Graffam

- No FEMA meeting will occur this week. Mark has submitted his proposal for mitigation which includes the installation of isolation valves on Grison and the expanding of the water main with 4" at Aspen to Burgdorf. Mark also included the engineer's alternative design for the Grison culvert. This will now go to CRC department for cost estimation.
- DPW provided a list of 11 road ledges for jackhammering. Mark will review this list for possible projects for FEMA 406-Mitigation, but they will need measurements. Mark is not sure we will be able to submit this. Mark will discuss status of contractor quotes with Jeff.

### Wooda McNiven

- Wooda would like to resume looking into the new cell phone plan & phones with Spectrum.
- Class VI Adelboden has been cleared.
- **Wooda makes a motion that he would like to obtain a status from Simply Water on Oak Ridge Rd leak, flushing and turning on bleeders. Ian's visit to be postponed till December, provided we receive status updates. Nancy 2nds and the motion is passed 3-0-0.**

### Nancy Cole

- Nancy will meet Dinah at the office tomorrow morning to activate the Northway Credit Card and ask questions if card can be updated to name Village District of Eidelweiss only on card and remove Nancy's name.
- The Special Meeting, which occurred this past Saturday, was successful. A follow-up meeting should occur early December (7<sup>th</sup>), possibly establish "focus groups" for specific issues, where only one Commissioner would be assigned with owners.
- **The Annual Meeting Date is set for March 8<sup>th</sup>, 2025, at the Madison Elementary School Gymnasium. Voting starts at 8am to 10am. The Annual meeting can run to early evening. Nancy 2nds and the motion is passed 3-0-0.**

## 9. Correspondence @ 10:32am

- **Health Trust Insurance Renewal authorization and agreement was reviewed. Mark Graffam makes a motion to sign. Nancy Cole 2nds and the motion is passed 3-0-0.**

## 10. Public Comments on Non-Agenda Items

- Parking of vehicles and equipment at the Huttwil parking lot. Mark Graffam proposes November 1<sup>st</sup> removal notices to be taped to those vehicles and equipment.

## 11. Public Session recessed @ 10:40am and will re-convene at 26 Huttwil Dr. to complete the driveway inspection and then to the office to sign letter for the owner at 1 Jungfrau.

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

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

[VDOE, Madison, NH 10/29/2024](#)