

**VILLAGE DISTRICT OF EIDELWEISS**  
**Commissioner's Meeting**  
**Tuesday, January 14, 2025**

The Board of Commissioners met at 9:00am on January 14, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Wooda McNiven, Commissioner Nancy Cole, Treasurer Dinah Riess, Foreman Jeff DeMartino 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 1/14/24 Agenda and adds a Non-public session at end. Nancy Cole 2nds and the motion is passed 3-0-0.**

**2. Approval of Minutes**

- **Mark Graffam makes a motion to approve the meeting minutes of 1/7/24. Comments for amendments were made by Wooda McNiven and Mark Graffam. The motion is passed 3-0-0, with amendments.**

**3. Approval of the Manifest @ 9:04am**

- **Operations – Mark Graffam makes a motion to approve the Operations Manifest of \$14,303.75. Nancy Cole 2nds, and the motion is passed 3-0-0.**
- **Water – Mark Graffam makes a motion to approve the Water Assessment Manifest of \$6,369.75. Nancy Cole 2nds, and the motion is passed 3-0-0.**

**4. Jeff DeMartino - DPW @**

- **Jeff provided the invoice for Mount Washington Fabrication for the metal so work could be done on the sander and because they are also a dealer, a chain and extra links were purchased.**
- **HP Fairfield invoice for the Buffalo Turbine work on the seals that continue to fail. A seal kit also purchased and will not test until John Deere reviews.**
- **Jeff requests a laminated sign to indicate where & what is the 'VDOE Taxpayer Sand only' so there is no mistake where residents can take sand.**
- **Jeff also advises he is mixing a little of the salt with the sand, so it does not freeze up, making it easier for people to fill their bucket.**

**5. Old Business/Tabled Items @ 9:13am**

- **Wooda has made a motion to discuss the recent options for purchasing a printer/scanner for the VDOE Administrator Office. Wooda is in favor of Option #2 where Porter Office will install**

the Bizhub printer now on a 1yr lease contract. Nancy Cole 2nds the motion for discussion. Nancy Cole's choice is Option #3 where it is a Warrant Article, includes the Municipal Non-funding clause and is a 4yr lease. Wooda McNiven votes to amend the motion to choose Option #3. Nancy Cole 2nds and the motion is passed 3-0-0.

6. Signature Items @ 9:20am

- Mark Graffam makes a motion to allow the necessary changes to the contact list for NHDES Drinking Water & Groundwater Bureau. Nancy Cole 2nds and the motion is passed 3-0-0.
- Mark Graffam makes a motion to allow Wooda McNiven to sign the confirmation that the Uranium notice was mailed to the VDOE owners on time and as required. Jennifer will be sure to scan and send it back to NHDES. Nancy Cole 2nds and the motion is passed 3-0-0.

7. Commissioner's Concerns/Reports @ 9:27am

Mark Graffam

- Mark was informed by Holly at NH Homeland Security that the \$163,000 for the asphalt repairs project will not be issued till the district completes the work and provides receipts.
- In Mark's review of our projects listed on the FEMA portal, there seems to be two projects, out of four, that are no longer appearing. One being for the asphalt repairs.
- Regarding the reported Reinach water issue, Mark advises that residences are using social media to report water system issues. The problem stemmed from a power fault at the Jungfrau pump station and caused the water tower at Reinach to drain down. There is an issue with alarm notifications and remote access to the SCADA System for our Water Operator. Nancy Cole has reached out to Tom Therrien at EII to discuss and speak more on these issues with all the Commissioners. This may be coordinated at the time Tom installs the new computer for the SCADA System.

Wooda McNiven

- Wooda McNiven makes a motion to move forward with contacting Spectrum Business to acquire two new mobile phones and service plan. Mark Graffam 2nds for discussion. Mark Graffam amends the motion to allow the DPW Forman to choose desired phone at a lease expense of \$5.50 per month with a 36-month obligation plus voice & data (unlimited) at \$30 per month, which would total \$852.00 annually for two phones. Motion has passed 3-0-0. Jennifer will reach out to finalize this process.
- A motion to change the next Commissioner's Meeting has from Tuesday, January 21<sup>st</sup> to Wednesday, January 22<sup>nd</sup>. And for Wooda McNiven to participate in a Cyber Training session offered by Primex, the meeting scheduled for Tuesday, January 28<sup>th</sup> to Wednesday, January 29<sup>th</sup>. Nancy Cole 2nds and the motion is passed 3-0-0.
- Wooda McNiven makes a public service announcement that the EPOA may be a resource to contact if a resident has a physical problem preventing them from obtaining a bucket of sand at the DPW. The EPOA has a website they can access at <https://eidelweissvillage.com> or email at [epoa@eidelweissvillage.com](mailto:epoa@eidelweissvillage.com).

Nancy Cole

- Nancy has provided the draft letter to submit to the lawyer to work up a revised tower agreement with the Carroll County Sherriff's Office and a new agreement for the Town of Conway. The agreements will include a land and building use charge of \$500.00 a month beginning in April 2025. Jennifer will send the request to the lawyer's office and will include a copy of the current Carroll County Sherriff's Office Agreement.
- Nancy will work with Jennifer on the Warrant for submission to the DRA.

**8. Old Business/Tabled Items @ 10:22am**

- The current 2025 Proposed Budget reflects the following: 2024 Operating Budget was set at \$778,371 and Actual is \$616,934. That is a difference of \$161,438. Explanation as to why there is such a difference will be explained more at the Budget Hearing. 2024 Water Budget was set at \$253,528 and Actual is \$182,921. That is a difference of \$70,607. The 2025 Proposed Budget will be reviewed by line item in next week's Commissioner's meeting on Wednesday, January 22<sup>nd</sup>.

**9. Correspondence @ 10:41am**

- **The Commissioners do not provide approval for EPOA Skating Events that occur on the ponds at Eidelweiss. The Village District does not provide pond ice conditions, nor does the district take any liability for events of this type. If the EPOA holds a skating event it is up to them to control and manage the parking conditions. Mark Graffam makes a motion to supply the EPOA with a response. Nancy Cole 2nds and the motion is passed 3-0-0.**
- **A few residents reached out to the Sherriff's office regarding the water issue, and they were told that they needed to contact the Water Operation and were not provided with a number to do this. Mark Graffam makes a motion to have Jennifer reach out to the Sherriff's office and verify the procedures for both DPW and Water issues. Nancy Cole 2nds and the motion is passed 3-0-0.**

**10. Adjourn the Public Session and move into Non-public @ 11:50am**

- **Mark Graffam makes a motion to adjourn the public meeting and move into a Non-public session citing 91A:3 II (a). Nancy Cole 2nds.**

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

**Motion is passed 3-0-0**

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

[VDOE Commissioners Meeting, Madison, NH 01/14/25](#)