

**VILLAGE DISTRICT OF EIDELWEISS**  
**Commissioner's Meeting**  
**Tuesday, February 4<sup>th</sup> & 6<sup>th</sup>, 2025**

The Board of Commissioners met at 9:00am on February 4<sup>th</sup> & 6<sup>th</sup>, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Wooda McNiven, Commissioner Nancy Cole, Foreman Jeff DeMartino and Administrator Jennifer Scully.

The meeting on Tuesday, February 4<sup>th</sup> was videotaped by Carol Dandeneau. The meeting on Thursday, February 6<sup>th</sup> was not videotaped.

**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 2/4/25 Agenda, adding the recess of this public session, to resume at the VDOE Administration Office at 9:00am on Thursday, February 6<sup>th</sup>. Nancy Cole 2nds and the motion is passed, as modified 3-0-0.**

**2. Approval of Minutes**

- **Mark Graffam makes a motion to approve the meeting minutes of 1/29, 1/30 & 1/31/25. Nancy Cole 2nds and the motion. Mark Graffam adds a correction to be made, and the minutes are passed 3-0-0, with amendment.**

**3. Approval of the Manifest @ 9:05am**

- **Operations & Payroll – Mark Graffam makes a motion to approve the Operations Manifest of \$13,951.87. Nancy Cole 2nds, and the motion is passed 3-0-0.**
- **Water – Mark Graffam makes a motion to approve the Water Manifest of \$4,676.46. Nancy Cole 2nds, and the motion is passed 3-0-0.**

**4. DPW – Jeff DeMartino @ 9:06am**

- **HP Fairfield has found there is a spring on the plow for the Dodges that are no longer manufactured. HP Fairfield will research whether there is anything else they can use to keep these plows working. HP Fairfield has nothing in stock to replace the 7400-truck plow.**
- **Jeff advises that he has used approximately 6 yards of salt and about 8 yards of sand on the roads in response to the past few snowstorms we have had.**
- **Crews have been pushing the snow piles back, using the grader, to make more room on the roads.**
- **While inspecting the grader, the front pin/bolt that holds the plow together has broken. We may need to order another pin/bolt.**

- Mark Graffam will supply the listing of the roads that need ditching/grading and Jeff will prioritize the first three roads the DPW can do over this coming spring/summer and then supply a listing of roads that will require contracting equipment to do the ditching.
- Water Hook-ups, water line or curb stop repairs, that the DPW is involved, may be an opportunity to collect data we are not currently receiving.

5. **Old Business & Tabled Items**

- Wooda McNiven to continue with obtaining pricing & information through Verizon for new DPW mobile phones (2) and service.

6. **Signature Items @ 9:28am**

- **Engagement Letter from Plodzik & Sanderson, PA, for the 2024 Audit. Mark Graffam makes a motion to review and sign the Engagement Letter. Nancy Cole 2nds and Mark Graffam provided the Governance signature and Wooda McNiven provided the Management signature. Motion has passed 3-0-0.**
- The remaining questions on the Audit Note Disclosure Questionnaire were answered.

7. **Commissioner's Reports @ 9:38am**

- **Mark Graffam**  
Mark has discussed the Warrant Articles with Nick Sceggell, an Engineer, to assist in acquiring amounts to present.  
Mark will measure the length needed for the water line from Aspen to Burgdorf to present at the Budget Hearing.
- **Wooda McNiven**  
Wooda has obtained the Phase I and Phase II quoting, from the contractor, for the Warrant Article on updating the Outhouses on Boulder Beach and Eidelweiss Beach. Total for both phases for two outhouses is over \$20,000. Based on what the contractor advised, we would need to confirm with the state that it is required to remove all debris and pump before filling and sealing. This item may not yet be ready for a Warrant Article.
- **Nancy Cole**  
Proposed 2025 Budget review & updates were made.  
Proposed 2025 Warrant Articles were reviewed and updated.

8. **Public Session has recessed @ 10:23am**

- **Mark Graffam makes a motion to recess the public session, to resume at the VDOE Administration Office @ 9:00am on Thursday, February 6th, to finalize the Proposed 2025 Budget, Warrant Articles and documentation for the Budget Hearing.**

9. **Public Session resumed at 9:00am on Thursday, February 6<sup>th</sup> @ the VDOE Administration Office. Graffam makes a motion to resume the public session and calls the meeting back to order.**

- 2024 Annual Report to provide to Madison will be completed no later than February 13<sup>th</sup>. A draft review should occur at the next CM Meeting on Tuesday, February 11<sup>th</sup>.
- FEMA road listing will be provided to DPW – Jeff DeMartino.
- Final review of the 2025 Warrant Articles – Draft and 2025 Proposed Budget was completed. 20 copies of these items will be printed for the Budget Hearing.
- **Mark Graffam makes a motion that the charge for document copy requests is .08 cents per page for black and white copies and .12 cents per page for color copies. Nancy Cole 2nds and the motion is passed 3-0-0.**

**10. Adjourn Public Session @ 10:50am**

**Mark Graffam makes a motion to Adjourn 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 Commissioners Meeting, Madison, NH 02/04/25](#)