

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, March 4th, 2025

The Board of Commissioners met at 9:00am on March 4, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, Treasurer Dinah Riess, Clerk Doug Prescott, 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 3/4/25 Agenda. 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 2/25/25. Nancy Cole 2nds. Nancy Cole & Wooda McNiven advise of a few amendments. The motion is passed 3-0-0, with amendments.**

3. Approval of the Manifest @ 9:03am

- **Operations & Payroll – Mark Graffam makes a motion to approve the Operations & Payroll Manifest of \$20,795.83. Nancy Cole 2nds, and the motion is passed 3-0-0.**

4. Jeff DeMartino – DPW @ 9:05am

- **Jeff & DPW staff finalizing cleanup & road treatments. Tony Eldridge continues to assist Jeff.**
- **High winging will continue today in anticipation of rain this week.**
- **2018 Dodge's spreader had the chain jam up and needed to be tightened. This jam did not occur using the new chain Jeff purchased but the older chain. It took some time to repair.**
- **2019 Dodge had a hydraulic line issue and needed to be replaced.**
- **The routine service done on the 2018 Dodge revealed that the windshield washer reserve tank needs to be replaced. Cost approximately \$500.00 plus labor. There was an issue with the hood remaining stable when open and that is about a cost of \$252.00 to fix. Cover for the oil gasket is leaking, and this is a costly repair of over \$2,000.00. Jeff advises that to address these issues the total cost is about \$3,500.00. The routine maintenance completed was about \$785.00. Mark Graffam makes a motion to allow Jeff to purchase the parts needed to repair issues. Nancy Cole 2nds and the motion is passed 3-0-0.**

- Jeff viewed a demonstration for a cleaning solution to use on work vehicles. Jeff was impressed with the results shown in the demonstration and advised that the cost to purchase this cleaning kit (which would include 4 cases of the wash solution, 12 bottles per case) would be \$552.50.
- Mark Graffam discussed the set up planned for installing and the storing of the salt shed barrier, using the recently purchased pickle ball net. Mark will purchase the cable needed.
- Mark let Jeff know that if he & Tony wish to attend the Annual Meeting they are more than welcome.
- Mark Graffam has reached out to a few garage door installation/maintenance companies. Mark finds that the hourly pricing is much more reasonable than the vendor recently used by the DPW and no longer wishes to continue using this vendor.

5. Commissioner's Concerns/Reports @ 9:30am

Mark Graffam

- Mark has spoken with Holly, our NH Homeland Security representative about the new FEMA Team assigned to our projects. Mark has submitted an extension on the Grison Culvert Project, as recommended by Holly.
- Confusion remains as to what documentation was submitted to FEMA regarding the Burgdorf/Barden Culvert and why this new FEMA team would need it if the project is marked complete. There also are questions regarding the information regarding the information documented for the Grison Culvert project.
- There should be a video conference call set up for some time next week where further discussion of the projects should occur.
- The re-activation of our SAM.gov Unique ID is in process and could take up to 12 days for a response. This is required should we be eligible for reimbursement from FEMA.

Wooda McNiven

- Wooda met up with the Annual Meeting Moderator, Robert Ingram, to provide the video projector so Robert may test prior to the meeting.
- **Mark Graffam makes a motion to hold a public meeting at the VDOE Administrators' Office at 9am on Thursday, March 6th, to discuss any remaining items to prepare for the Annual Meeting. Nancy Cole 2nds and the motion is passed 3-0-0.**

Nancy Cole

- Nancy provided a 2025 Warrant Article "points for discussion" document. The re-ordering of Articles #14 & #15 would occur as a vote at the Annual Meeting. Further discussion will take place at the office on Thursday, March 6th.
- Nancy advises that it is time to order physical manuals & workbooks from NHMA for the office. These will be ordered after the Annual Meeting.

6. Correspondence @ 10:06am

- **Request to honor the memory of an Eidelweiss owner. The request is asking permission to name the playground in their honor and place a plaque at the playground. Mark Graffam makes a motion to supply a response advising this request is unfortunately**

denied. The VDOE has a long-standing policy in place that would not allow such requests. Nancy Cole 2nds and the motion is passed 3-0-0.

7. Public Appearance @ 10:11am – Doug Prescott

- Doug requests the 2025 Warrant Articles as a Word document. Jennifer will provide Doug with this document later today.
- Doug will provide further details at the Annual Meeting on Article #8 – Copier/Scanner lease, should it be required.
- Doug will visit the VDOE Administrators’ office later today to sign the 2025 Official Ballot, which will be used at the Annual Meeting. Jennifer will make 60 copies of this signed ballot.

8. Public Comments – Mark Graffam

- Primex notification that a payment for a claim regarding the money stolen in March 2024, from our Bank of New Hampshire checking account, will be released. We will await the documentation Primex sends to us regarding this claim, and we will discuss it at a later date.

9. Adjourn @ 10:16am

- **Mark Graffam makes a motion to adjourn the meeting. 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 03/04/25](#)