

**VILLAGE DISTRICT OF EIDELWEISS**  
**Commissioner's Meeting**  
**Tuesday, March 25<sup>th</sup>, 2025**

The Board of Commissioners met at 9:00am on March 25, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, Treasurer Dinah Riess, Clerk Doug Prescott 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 3/25/25 Agenda. Nancy Cole 2nds. Mark Graffam advises that Jeff DeMartino will not be attending this meeting due to road clean up from yesterday's storm. The motion is passed 3-0-0, with amendments.

**2. Approval of Minutes**

- Mark Graffam makes a motion to approve the meeting minutes of 3/18/25. Nancy Cole 2nds. Nancy Cole, Wooda McNiven & Mark Graffam advise of a few amendments. The motion is passed 3-0-0, with amendments.

**3. Approval of the Manifest**

- Operations – Mark Graffam makes a motion to approve the Operations Manifest of \$2,711.89. Nancy Cole 2nds, and the motion is passed 3-0-0. Mark Graffam adds that he would like to see an Inventory Document from the DPW listing the purchases of tools and any equipment.

**4. Scheduled Public Appearance @ 9:07am**

- Eidelweiss property owner on Waldsbut Rd seeking advice as to how to handle snow plowing and road maintenance since the portion of this road is a Class VI. Mark Graffam informs this owner that they have every right to negotiate with his fellow neighbors to work up a contract between themselves as to the responsibility of road maintenance and shared costs.

**5. Administrator's Report @ 9:29am**

- Mark Graffam informs us that FEMA is stressing the importance of having correct bank information in our SAM-Unique ID Account. Jennifer informs that the bank account SAM has listed is most likely old and is no longer valid and will have to be updated. Research as to how to do this will have to be done. Right now, Jennifer's priority is inputting data into the new Payroll System to be ready for next payroll on April 4<sup>th</sup> and making sure Q1-2025 tax filing is completed timely.

- Recent documents sent from FEMA will be reviewed with them at the next scheduled conference call Mark will have with them this week.
- Dinah Reiss will obtain information from Camden Bank (formally Northway Bank) regarding the application for a TAN Loan and their requirements.
- Mark Graffam and Nancy Cole would like to see the resurrection of the Cash Flow Sheet.

#### 6. Signature Items @ 9:58am

- **Mark Graffam makes a motion to sign the request to cancel PayChex Payroll processing. Nancy 2nds and the motion is passed 3-0-0.**

#### 7. Commissioner's Concerns/Reports @ 9:39am

##### Mark Graffam

- Mark continues to discuss the recent FEMA documentation. The Barden and Burgdorf culvert projects were updated, and we are waiting for the finalization of this project.
- **Mark reached out to the vacuum company Bellemore Septic, Sewer & Drain, and obtained a proposal document. Catch basin clean outs will not be considered a reimbursement item with FEMA. Jeff DeMartino will provide a date range when this work may begin. Mark makes a motion to pursue this proposal with Bellemore. Nancy Cole 2nds and the motion is passed 3-0-0. The Proposal document will be signed at a later date.**
- Mark is still working on the locks and obtaining the keys for these locks.

##### Wooda McNiven

- Wooda reviewed the minutes for the Annual Meeting and does not have any amendments and thanks Doug Prescott for providing this document.
- Recent Uranium testing from the Granite State Analytical of the Muddy Beach Wells again notes a higher acceptable level. The state will inform us when we are required to send another letter to the Village District owners. No water from Muddy Beach was released into the system during this testing. In anticipation for the pump replacement at DPW-A well, the three days in shutting DPW-A well down will require the back up well, which is the Muddy Beach wells, to release water into the system. Further discussion on the proper way to notify the Village District owners will need to occur and Mark Graffam has tabled this item until we can discuss this with the state (DES). This meeting will be posted once a date is established.  
**Note: There has been no water permitted to be released into the system, from the Muddy Beach Wells, since November 26, 2024.**
- Visit to the Reinach Tank occurred last week and visual into the tank did not see any ice. Water Operator suggests that viewing should occur again in January of next year.

#### 8. Adjourn @ 10:28am

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