

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, May 13th, 2025

The Board of Commissioners met at 9:00am on May 13, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, Treasurer Dinah Reiss, 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 5/13/25 agenda. Nancy Cole 2nds for discussion. Mark Graffam adds that this meeting will be recessed and move into a non-public session, citing 91A to continue till tomorrow morning. Motion is passed 3-0-0 with amendment.

2. Approval of Minutes

- Mark Graffam makes a motion to approve the meeting minutes of 5/6/25. Nancy Cole 2nds and Wooda McNiven, Nancy Cole and Mark Graffam provide a few amendments. The motion is passed 3-0-0, with amendments.

3. Approval of the Manifest @ 9:06am

- Operations & Payroll – Mark Graffam makes a motion to approve the Operations & Payroll Manifest of \$54,651.23. Nancy Cole 2nds and the motion is passed 3-0-0.
- Water – Mark Graffam makes a motion to approve the Water Manifest of \$5,733.05. Nancy Cole 2nds and the motion is passed 3-0-0.

4. DPW – @ 9:11am

- The level at the dam is slightly below the high level water mark. Will determine if the board should go back in when Jeff DeMartino returns this Thursday.
- Mark Graffam's observations during the rain last week may warrant changes to the swale design. Mark Graffam makes a motion to change the swale dimensions to 6" at the edges for it to be 1ft deep.

5. Water @ 10:12am

- Mark Graffam & Nancy Cole made a visit to Rockhouse Mountain to view their Uranium Filtration System. Mark observed three cylinders that appear to work together to filter out uranium. It was also observed that they have a smaller filter system. Mark is guessing it is

filtering out the iron. Rockhouse spent \$27,000.00 on this system and in the 7 years of use, they have not yet had to dispose of the uranium collected in the tanks.

6. Administrator Report @ 9:26am

- The Commissioner's Meeting, to be held on May 28th, will begin at 9:30am.
- **Mark Graffam makes a motion for Jennifer to produce a Profit & Loss Report for Commissioner's review. Nancy 2nds and the motion is passed 3-0-0.**
- **Mark Graffam makes a motion for Jennifer to send the excel spreadsheet of the Cash Flow Report. Nancy 2nds and the motion is passed 3-0-0.**
- Dinah Reiss will reach out to her contact at Camden Bank with regards to the requirements needed to apply for a TAN Loan and the legal opinion letter.
- Dinah Reiss will also work more on the Cash Flow Report.

7. Old Business/Tabled Items @ 9:51am

- Review of the Highway & Parking Ordinance and discussion of modifications. Nancy Cole will complete a draft to discuss next week.

8. Signature Items @ 10:06am

- **Money Transfer Request Form - \$47,250.00 from the Operating Account to the Water Assessment Account. Mark Graffam makes a motion to sign. Nancy Cole 2nds and the motion is passed 3-0-0.**
- **Vacation Day request for Jennifer for Friday, June 13th. Mark Graffam makes a motion to sign the request. Nancy Cole 2nds and the motion is passed 3-0-0.**
- **Mark Graffam makes a motion to have Jennifer send the excel document to the Commissioners, each pay period, so vacation and personal time is reviewed. Nancy Cole 2nds and the motion is passed 3-0-0.**

9. Commissioner's Report @ 10:09am

Mark Graffam

- Response to 57 Eidelweiss regarding their application request to pave. The owner will reach out to his contractor to make arrangement to discuss with DPW &/or the Commissioners.
- Permit for Construction was granted to owner of 15 Blinden.
- **Driveway maintenance was observed at 24 Chocorua Rd. It now appears that there is no longer a negative grade where the driveway meets the road. Mark Graffam makes a motion for Jennifer to complete a monitoring notice to be sent to the owner. Draft to be reviewed by the Commissioners. Nancy Cole 2nds and the motion is passed 3-0-0.**
- **Greenspace Ordinance for 20 Bristenstock Dr. - The notification letter and Sealed Bid/Purchase & Sales Agreement, after final review and approval, Mark Graffam makes a motion to mail the certified letters to the abutters, on June 24th. Nancy Cole 2nds and the motion is passed 3-0-0.**

- FEMA has sent a \$56,000.00 Architect & Design document, for Mark's review and signoff, on the Grison Culvert. After many discussions on the details, FEMA continues to include a design for the original design of the culvert in this document, Mark is requesting to discuss this project again. He will have a conference call with FEMA & Homeland Security next Thursday.

Nancy Cole

- **Nancy Cole makes a motion for Jennifer to produce a report from QuickBooks to identify outstanding water fees. Mark 2nds and the motion is passed 3-0-0.**
- Water Usage Fee Delinquency Notice – notification to owners of potential small claims filing. This issue brings to light changes and modifications to the Water Ordinance.

10. Correspondence @ 10:51am

- Inquiry about building activity and parking at 4 Forclaz Rd. The owner has a valid Driveway Permit for Construction.

11. Public Appearance/Public Comments – Doug Prescott @ 10:54

- Doug hopes that work putting in the rafts can begin next week.
- **Mark Graffam makes a motion to allow the DPW to purchase a new picnic table for the Summit. Nancy Cole 2nds and the motion is passed 3-0-0.**

12. Recess @ 10:55am

- **Mark Graffam makes a motion to recess the public session and move into a Non-public, citing 91-A:3,II(b) for DPW employment matter. Nancy Cole 2nds and the motion is passed 3-0-0.**

13. Non-Public Session, citing 91-A:3, (b) @ 10:55am

Roll Call Vote:	Mark Graffam	-	yes
	Nancy Cole	-	yes
	Wooda McNiven	-	yes

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

[VDOE Commissioners Meeting , Madison, NH 05/13/25](#)