

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Wednesday, May 28th, 2025

The Board of Commissioners met at 9:30am on May 28, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, Treasurer Dinah Reiss, Forman Jeff DeMartino, Clerk Doug Prescott & Administrator Jennifer Scully.

The meeting was videotaped by Carol Dandeneau with Madison TV.

Public Meeting

At 9:30am Commissioner Mark Graffam calls the meeting to order,

1. Approval of Agenda

Mark Graffam makes a motion to approve May 28th agenda, amending to add a Non-public session, citing 91-A:3,II(a) and 91-A:3,II(c), at end and the Public Session will recess till tomorrow morning, Thursday, May 29th at 9:30am. Nancy Cole 2nds and the motion is passed 3-0, with amendments.

2. Approval of Minutes

- Mark Graffam makes a motion to approve the meeting minutes of 5/20/25. Nancy Cole 2nds and both Nancy Cole, Mark Graffam and Wooda McNiven have amendments. The motion is passed 3-0, with amendments.

3. Approval of the Manifest

- **Operations & Payroll** – Mark Graffam makes a motion to approve the Operations and Payroll Manifest in the amount of \$8,251.52. Nancy Cole 2nds and the motion is passed 3-0.

4. DPW – Jeff DeMartino @ 9:41am

- Pending confirmation of dates for the culvert & basin cleaning with Bellemore Septic & Sewer. Mark Graffam makes a motion to contact Bellemore to contract for up to three days, at \$250.00 an hour. Nancy Cole 2nds and the motion is passed 3-0. Mark Graffam will reach out to Bellemore Septic & Sewer to lock in dates once Jeff looks at additional culverts and their conditions.
- Jeff met with the owner at 57 Eidelweiss Drive and the additional drawing, required by the Ordinance and the Commissioners, showing the additional driveway work needed to proceed in allowing the paving of the driveway. Nancy Cole makes a motion to sign the Driveway Inspection Report. Mark Graffam 2nds and the motion is passed 3-0.
- The culvert located at 57 Eidelweiss Drive is metal and is in bad condition. To replace this culvert, Eidelweiss Drive may have to be closed or at least shut down to one lane. Jeff proposes

that if a contractor comes in after 9am, they should be able to complete the job in about three hours. Culvert size replacement should be 18' to 24'.

- Jeff & Tony continue to grade and address potholes. Recent work completed at the Big Loop and Interlaken Circle.
- **During a site view, Mark Graffam had with a contractor, it was discussed that V-ditching on Appenval Way may not be accomplished due to some areas identified by FEMA where ditching cannot be done. Mark Graffam makes a motion to allow for the purchase of up to two cases of marking spray paint. This will identify areas of the road that will assist in where ditching can be done and where it cannot. This will also determine where new culverts will be needed. Nancy Cole 2nds and the motion is passed 3-0.**
- Where ditching material can go and how much we may have to contract to haul away will be determined as ditching is being planned.
- **Jeff observed the interruption of water flow on West Bergamo, where it intersects Little Shore. The culvert pipe is in very bad condition and has been crushed, causing leaves and other material to clog to pipe. Jeff and Tony cleared the obstruction, allowing water to flow again but the culvert needs to be replaced. Wooda McNiven makes a motion to allow for the purchase of up to four culverts and contract for this work to be done. Mark Graffam 2nds and the motion is passed 3-0.**
- Beaver activity has started at the dam. The trapper we used before is available. Wooda McNiven makes a motion to allow this vendor to be hired to set up traps to remove the beaver(s). Nancy 2nds and the motion is passed 3-0.
- **Mark Graffam makes a motion to allow for the purchase of two raft floats up to \$370.00. Purchase will be made this week. Nancy Cole 2nds and the motion is passed 3-0.**

5. Commissioner's Concerns/Reports @ 10:27am

Mark Graffam

- In speaking with a contractor, the solution to use an Arch Culvert to repair Grison Rd. is the direction we are taking, and the FEMA Project of Grison Road-Architecture and Engineering/Scope & Cost has been signed. Life expectancy of an Arch Culvert is about 80 years.
- FEMA & NH Homeland Security has advised that the meetings and time spent on the FEMA Projects, by the DPW, may be submitted for reimbursement.
- We have reached out to the vendors for roofing and a painter for the DPW Crest refresh.

Wooda McNiven

- Wooda McNiven is a Prime Member with Amazon and will purchase the video security cameras previously approved by the Board. The cameras will be installed by a contracted electrician.
- Porta potties were to be installed for the Memorial Day holiday, but they have not. Jennifer will reach out to the vendor.

6. Water @ 10:41am

- Confirmation on date(s) when Simply Water will work on Bergdorf & Aspen water lines. Tentative dates given were June 10th and June 11th. Nancy Cole will work with Jennifer on resident notifications of any water disruption.

7. Administrator's Report @ 10:42am

- Review of the Cash Flow Report, updated by Dinah Reiss. Mark Graffam makes a motion to pursue a TAN Loan for \$300,000.00 with Camden Bank. Nancy Cole 2nds and the motion is passed 3-0.

8. Old Business/Tabled Items @ 10:52am

- Continued review for modifications of the Highway and Parking Ordinance. Wooda McNiven makes the motion to include an additional change in that there should be no parking permitted on the Eidelweiss roads at any time. Mark Graffam 2nds and the motion is passed 3-0. The commissioners will review again at next week's meeting. Mark Graffam makes the motion that the date for the public hearing will be Saturday, June 14th at 10am and will be held at the Madison Library. Nancy Cole 2nds and the motion is passed 3-0. This public notice will be posted and put in the Conway Daily Sun.
- Mark Graffam makes a motion to finalize the Delinquency Notice/Letter for unpaid water usage fees, with amendments. Nancy Cole 2nds and the motion is passed 3-0.
- Mark Graffam makes a motion to review the draft Tower Agreement Letter. Nancy Cole 2nds for discussion. Modifications to the letter are made and will include the link to the 2025 Annual Meeting video recording. The second draft review will occur next week.

9. Signature Items @ 11:11am

- Bellmore Septic & Sewer Proposal to be signed next week.

10. Recess Public Session @ 11:12am

Mark Graffam makes a motion to recess the public session, to re-convene tomorrow after the end of the Non-Public Session. Mark Graffam makes a motion to enter into a Non-Public Session, citing 91-A:3,II(a) and 91-A:3,II(c). Nancy Cole 2nds.

11. Non-Public Session @ 11:12am

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

12 Resume Public Session on Thursday, May 29st @ 11:31am

- Jennifer will reach out to the Madison Public Town Hall to reserve the conference room on Saturday, June 14th at 10am for the Public Hearing regarding the changes to the VDOE Highway & Parking Ordinance. Jennifer will also post the Public Hearing in the Conway Daily Sun on Tuesday, June 3rd. Notice will also be posted on the bulletin boards and on the web site.

13. Adjourn Public Session @ 11:46am

- **Mark Graffam makes a motion to adjourn the public session. Nancy Cole 2nds and the motion is passed 3-0.**

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

[VDOE Commissioners Meeting , Madison, NH 05/28/25](#)