

**VILLAGE DISTRICT OF EIDELWEISS**  
**Commissioner's Meeting**  
**Tuesday, June 10, 2025**

The Board of Commissioners met at 9:00am on June 10th, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, DPW Foreman Jeff DeMartino, Treasurer Dinah Reiss, Clerk Doug Prescott & Administrator Jennifer Scully.

The meeting was videotaped by Carol Dandeneau with Madison TV.

**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 June 10<sup>th</sup> agenda, adding a reminder that the Public Hearing for the Highway & Parking Ordinance is this Saturday, June 14<sup>th</sup> at 10:00am and next week's Commissioner's meeting will be held on Wednesday, June 18<sup>th</sup> at 9:00am. Nancy Cole 2nds and the motion is passed 3-0.

**2. Approval of Minutes**

- Mark Graffam makes a motion to approve the meeting minutes of June 3<sup>rd</sup> and June 4<sup>th</sup>. Nancy Cole 2nds and both Wooda McNiven and Nancy Cole have amendments. The motion is passed 3-0, with amendments.

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

- **Operations & Payroll** – Mark Graffam makes a motion to approve the Operations and Payroll Manifest in the amount of \$16,858.35. Nancy Cole 2nds and the motion is passed 3-0.
- **Water** – Mark Graffam makes a motion to approve the Water Assessment Manifest in the amount of \$1,094.74. Nancy Cole 2nds and the motion is passed 3-0.

**4. DPW – Jeff DeMartino @ am**

- Mark Graffam makes a motion to have Jennifer reach out to the owner of 48 Adelboden to meet with the Commissioners at next week's meeting at 9:30am. Nancy Cole 2nds and the motion is passed 3-0.
- Mark Graffam makes a motion to allow Jeff to purchase the rear tires for the 2009 International. Nancy Cole 2<sup>nds</sup> and the motion is passed 3-0. Mark Graffam also makes the motion to allow Jeff to have Albany Service Center fix the tarp arms. Nancy Cole 2nds and the motion is passed 3-0.
- Grading and some calcium chloride treatments have been done on Little Shore and on the Parking Lot area of Huttwil.

- The beaver dam blockage in the culvert at Big Loop has been cleared. A chain has been purchased to assist with any future blockage.
- The 20mph road signs have been installed.
- Floats for the rafts have been picked up and are now in storage.
- Jeff & Tony continue to prepare for the flushing of the culverts.
- Consideration to move the curb valve for 7 Middle Shore, due to the close vicinity of the culvert, will be assessed by Ian at Simply Water.
- Found the end of a culvert on Presidential. There are two culvert ends that still need to be identified. One on a class VI Adelboden and on Appenal.
- Driveway maintenance on 28 Bern, corner of Barden, has widened the driveway opening well beyond 20 ft. Mark Graffam comments that there are many driveways that have changed in this manner with “standard maintenance” and issues only arise if the modified driveways hinder plowing or debris from the driveway ends up in a ditch line. Commissioners will view the driveway on Bern and this topic will be tabled for next week’s meeting.
- Culvert at 51/53 Eidelweiss Dr. has been cleared and water is now freely flowing.
- Property on Oak Ridge Road has placed rocks into the ditch line.
- A piece of, what appears to be internet equipment, is hanging very low on a line on Interlaken heading onto Blinden. Jennifer will reach out to Fidium customer service to see if they can identify and address.
- Doug Prescott reports that the kayak racks for Eidelweiss Beach are sitting in water. Doug has researched and presented potential areas where they may be moved or if any type of platform may be built to have the rack rest upon. Doug advises that NH DES may require permitting and is willing to do additional research. Commissioners advise that if this project becomes a requirement to obtain permits, they will not be in favor of any action.
- **The pictures Jeff has been taking of various projects and issues are very beneficial. Jeff will continue to work with Jennifer to organize and store these records. Mark Graffam makes a motion to provide both Jeff and Jennifer with a bonus of \$200.00, to be presented in the next pay-date cycle for their work. Nancy Cole 2nds and the motion is passed 3-0.**
- Jennifer will be sure to reach out to the Sheriff’s office to advise of the road closures on Aspen & Burgdorf for adapter & valve installation.
- Bellmore Septic, Sewer & Drain will begin the culvert cleaning next week on Tuesday and Wednesday.

##### 5. Commissioner’s Concerns/Reports @ 9:45am

###### Mark Graffam

- **Mark had a discussion with the engineer of water line installations through rock and ledge. Mark Graffam makes a motion to allow up to \$9,000.00 to contract R.L. Heath and Sons to complete an exploration test hole drilling to identify conditions & type of rock. They will also complete the ditching needed on Burgdorf (FEMA project). Nancy Cole 2nds and the motion is passed 3-0.**

- We may have a location in Albany, NH as to where the ditching material may go. The fill forms will be presented to this homeowner for signature, hopefully to be completed this week.
- A 6 inch-15 foot culvert, identified on Burgdorf and Konstance, will need attention due to the difficulty in cleaning out and further inspection may advise that the culvert should be replaced.
- The issue with the Buffalo Turbine Blower should be discussed in further detail with the dealer and the mechanic at the Albany Service Center. The dealer advises that the presented fix should in no way void the John Deere contract. Jeff will take further action to try and set a plan to move forward.
- FEMA has sent notification that they have electronically deposited \$42,258.79 into our Operations Bank Account. This is for the Architecture and Engineering of the Grison Rd Culvert. Mark proposes that this amount may be moved to a CD Account that may collect up to 4% in maturity interest. This can only be done with a New Hampshire brick and mortar bank. Mark has also reached out to the NH Wetlands DES to verify that the existing permit may be modified and ensure that it will remain active. Mark advises that we will be purchasing a galvanized steel arch culvert as it will be heavier and more rugged.
- Mark is working on Asphalt Roads to have a plan worked up to propose for bidding. This should occur late this summer.
- Mark will reach out to the contact at Camden Bank to obtain the rate for the TAN Loan and any other requirements such as an independent bond council letter.

#### Wooda McNiven

- Wooda has delivered the ordered security cameras to the office.
- **Wooda makes a motion to allow for additional modifications/changes to the Highway & Parking Ordinance as discussed. Section 3. Road Regulations will be modified for proposal – adding new 3.5 – to address debris in the roadside ditches. Section 4. Parking Regulations will be modified for proposal – 4.1, 41(a) (b) & (c). Jeff will verify the vehicle’s gross weight signage (non-mud season). Nancy Cole 2nds and the motion is passed 3-0.**

#### Nancy Cole

- **Nancy Cole makes a motion to allow the FEMA funds of \$42,258.79 to be put into a CD. Wooda McNiven 2nds and the motion is passed 3-0. Nancy also makes a motion that this amount will *not* be used to offset taxes. Mark Graffam 2nds and the motion is passed 3-0.**
- Nancy reviewed the Employee Handbook and has identified some editing that will be required.

#### **6. Administrator’s Report @ 11:00am**

- **Mark Graffam makes a motion to allow Jennifer to order the 20” monitor and mounting bracket for the security system. Nancy Cole 2nds and the motion is passed 3-0.**
- Driveway Application for 21 Upper Lake View Dr. must be modified to list the property on Rigi Drive. Madison Town Hall must complete the request to assign a number to the property and based on the street number assigned, the owner will update the application, listing the driveway on Rigi Drive. Owner should also indicate the negative grade from the driveway to Rigi Drive. This owner was also identified as the owner of a tent and equipment placed in the middle of Rigi Drive. Jennifer will be sure to inform this owner that it must be removed as soon as possible.

**7. Signature Items @ 11:08am**

- The Tower Agreement Letter will be amended to list the link for the Annual Meeting Minutes. The letter will be signed out of session.

**8. Adjourn Public Session @ 11:14pm**

- **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 06/10/25](#)