

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, August 19, 2025

The Board of Commissioners met at 9:00am on August 19th, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, Treasurer Dinah Reiss and 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 discuss & approve the August 19th agenda. Nancy Cole 2nds and Mark Graffam made an amendment to hold a Non-Public Session at the end of this meeting, citing 91A:3,II (c) - to protect reputation. The motion is passed 3-0.

2. Approval of Minutes

- **Mark Graffam makes a motion to discuss & approve the meeting minutes of August 12th. Nancy Cole 2nds and the motion is passed 3-0, with amendments.**

3. Approval of the Manifest

- **Operations & Payroll– Mark Graffam makes a motion to discuss & approve the Operations Manifest in the amount of \$12,409.32. Nancy Cole 2nds and the motion is passed 3-0.**
- **Water - Mark Graffam makes a motion to discuss & approve the Water Manifest in the amount of \$34,613.34. Nancy Cole 2nds and the motion is passed 3-0.**

4. DPW – @ 9:09am

- **A new ladder for the raft at Little Pea has been installed.**
- **Jennifer will make an inquiry into Eversource about whether the district could keep the old utility pole on Eidelweiss Dr., damaged by a car accident, as the DPW could use it on Eidelweiss Beach.**
- **Access road to DPW1 has signs that are very old and faded. Wooda McNiven makes a motion to order a ‘No Unauthorized Vehicles beyond this point’ sign. Nancy Cole 2nds and the motion is passed 3-0.**

5. Commissioner's Concerns/Reports @ 9:16am

Wooda McNiven

Wooda attended the webinar for the grant program called Clean Fleet. Applications are reviewed once a month and the potential reimbursement is up to 80% of the cost of a new “eligible” commercial vehicle. Wooda has determined that the DPW’s 7400 International would

be eligible for this program. A Warrant Article would be required, and it would have to be approved to authorize the purchase of a new vehicle for the DPW. If our application is approved, we must purchase the new vehicle and ensure that the engine of the older vehicle is destroyed. Wooda will work with the DPW to complete the initial application process.

Mark Graffam

- Mark continues to work on finalizing the 2024 FEMA Projects.
- Mark also continues to work on the specifications required to obtain vendor bid packages for the Burgdorf/Aspen Water Project. He should be able to have specs completed in a few days and will also include the added project of the Burgdorf overflow culvert.

Nancy Cole

- Nancy asks Jennifer to respond to the inquiry about a leaning tree on Aspen. The homeowner can call Eversource to discuss potential removal.
- **Nancy makes a motion for Mark Graffam to reach out to our legal contact to inquire about interest in working up draft contract(s) for a tower agreement for the Sheriff's Office, Town of Conway and The Ossipee Valley Mutual Aid. Wooda McNiven 2nd and the motion is passed 3-0.**
- **Mark Graffam makes a motion for Jennifer to reach out to the Sherrif's Office to arrange for a meeting at the facility where the Tower Communication equipment is stored in order to tour inside the facility. Nancy Cole 2nds and the motion is passed 3-0.**
- Nancy will come to the Administration Office to review the Driveway Applications Log and review for any action that may be required.
- **Nancy is working on draft #3 of the Driveway Ordinance. Nancy makes a motion apply additional rules for driveway modifications, enhancements and paving, including a separate application be created, aside from the initial driveway application, and that the \$4,000.00 bond requirement be applicable. Wooda 2nds and the motion is passed 3-0.**

6. Administrator's Report @ 10:00am

- **Mark Graffam makes a motion to begin expenditures for Water Hook-up fees from the Water Hook-up Checking Account. Nancy Cole 2nds and the motion is passed 3-0.**
- **Summary submitted for Class IV Rigi Rd. modifications to access owner lot at 17 Rigi Rd. Jennifer will provide response to the owner, specified by the Commissioners. Nancy Cole 2nds and the motion is passed 3-0.**
- **Materials quote received from EJP for review. Mark makes a motion to authorize Simply Water to order the materials. Nancy Cole 2nds and the motion is passed 3-0.**

7. Old Business/Tabled Items @ 11:12am

- Commissioners still need to review the ditch line condition on Chocorua View, intersecting Basil. This public session will recess at end and will continue at Chocorua View after the non-public session has adjourned.

- Official enforcement of the Highway & Parking Ordinance has started. As of this morning there remains a boat on a trailer parked at the Huttwil Parking Lot. Notification to Madison Police to enforce and arrange to have this boat and trailer towed.
- **Income Statement MS434 is required to be submitted to the DRA. Mark Graffam makes a motion that Jennifer sign the MS434 form, upload and submit it to the DRA. Nancy Cole 2nds and the motion is passed 3-0.**

8. Correspondence @ 10:18am

- Wooda McNiven makes a motion to discuss a homeowner’s inquiry regarding the allowance of parking on the street at Eidelweiss Beaches during certain times of the year. Nancy Cole 2nds for discussion. Mark Graffam adds that it should be noted that there have been more notifications and complaints about cars parking on the roads than there are requests or inquiries to be able to park on the roads. Nancy Cole adds that putting in place a permit system for parking be passed prior to any future review in altering the current parking ordinance. Nancy Cole makes a motion that a Warrant Article be presented for the 2026 Annual Meeting to establish a Permit (hanging tag) Parking System. Jennifer will provide a response to the homeowner’s inquiry. Wooda 2nds the motion and the motion is passed 3-0.

9. Non-Public Session, citing 91A:3II (c) @ 10:36am

- Mark Graffam makes a motion to move into a Non-Public Session. Nancy Cole 2nds and the motion is passed 3-0.

Non-Public Roll-call Vote:	Mark Graffam -	yes
	Nancy Cole -	yes
	Wooda McNiven -	yes

10. Public Session Recessed @ 11:18am and will resume at the intersection of Chocorua View and Basil.

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

[VDOE Commissioners Meeting, 8/19/2025](#)