

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, August 26, 2025

The Board of Commissioners met at 9:00am on August 26th, 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 26th 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 (I) – legal issues. The motion is passed 3-0.

2. Approval of Minutes

- **Mark Graffam makes a motion to discuss & approve the meeting minutes of August 19th. Nancy Cole 2nds and the motion. Wooda McNiven has some minor corrections. The motion is passed 3-0, with amendments.**

3. Approval of the Manifest @ 9:03am

- **Operations – Mark Graffam makes a motion to discuss & approve the Operations Manifest in the amount of \$4,834.16. Nancy Cole 2nds and the motion is passed 3-0.**

4. DPW

- **Culvert ends cleaned and some cutting of overgrowth occurred this week.**

5. Commissioner's Concerns/Reports @ 9:06am

Mark Graffam

- **Mark has finalized the writing of the specifications required to obtain vendor bid packages for the Burgdorf/Aspen Water Project. He has delivered the specs to the potential contractors and should be able to inquire about bid package status beginning next week.**
- **Reimbursement request for the 2024 Ditching & Road Repairs has been submitted to FEMA. Estimated potential reimbursement could be up to \$64,240.63.**
- **Two prior reimbursement requests are closer to finalization. That is estimated to be about \$27,000.00 in reimbursement from those requests.**
- **Bid package to paving contractors are next to created and submitted.**

Wooda McNiven

- Commercial vehicles, using Eidelweiss roads, continue to exceed the speed limit daily.
- Clean Fleets Grant project will be discussed with the DPW, to gather research and information. This will begin after the Labor Day holiday.

Nancy Cole

- Driveway Permit Application request letter has been completed for 7 Chocorua View Dr. and notice of an unauthorized driveway for 5 Chocorua View Drive are presented for review.
- Review of the Driveway Permit Log has been completed and there are at least six driveways that need inspection for further action. Commissioners will complete inspection review on these properties today, after the recessed non-public session today, and when the public session resumes.
- Activity at 4 Forclaz Rd. is causing concern and inquiries, from neighbor, through the VDOE Administration office and on social media. Driveway Permit for Construction was granted for this property; however, there has been no established driveway made. There has been some construction on this property but there are concerns about code enforcement. There has been overnight parking, on the roadway, at this property and it is up to those concerned residents to contact Madison Law Enforcement.

6. Water @ 9:41am

- Water supply line to 69 Eidelweiss Dr. has a leak. Water Operator is communicating with the homeowner. The water has been shut off at the curb valve.
- Leak on Lugano Rd. will be addressed by the Water Operator after the Labor Day holiday.
- EJ Prescott estimate for supplies for the Aspen/Burgdorf was approved and Water Operator will order.

7. Administrator's Report @ 9:44am

- Driveway Application review for 28 Bern Drive. Permit for Construction will be signed at the VDOE Office later today.

8. Signature Items

- **Mark Graffam makes a motion to approve and sign the Money Transfer request of \$8,636.41 from Water Hook-up checking to Water Assessment Account, as a reimbursement of the Water Hook-up fees paid by the Water Assessment Account. Nancy Cole 2nds and the motion is passed 3-0.**
- **Mark Graffam makes a motion to approve the two-day Absence Request from Jeff DeMartino. Nancy Cole 2nds and the motion is passed 3-0.**
- **Mark Graffam makes a motion to sign the letter to the owners at 5 Chocorua View Drive. Nancy Cole 2nds and the motion is passed 3-0.**

9. Correspondence @ 9:56am

- A response was given to a property owner on Upper Lake View Drive for their inquiry regarding the “no parking” on the roads. Concerns about road conditions at certain spots on Upper Lake View Drive have been forwarded to the DPW to address.

10. Public Hearing for an amendment to the Highway & Parking Ordinance @ 10:00am

- **Section 3.3 updated to reflect Commercial Vehicles Gross Weight, from 10 tons to 13 tons. Mark Graffam makes a motion to approve this change. This revision will be signed after 5 days from today. Nancy Cole 2nds and the motion is passed 3-0.**

11. Non-Public Session, citing 91A:3II (I) @ 10:04am

- **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

12. Public Session Recessed @ 10:04am and will resume, after the non-public session has been recessed, at Huttwil Dr. to complete driveway inspections.

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

[VDOE Commissioners Meeting 8/26/25 - YouTube](#)