

**VILLAGE DISTRICT OF EIDELWEISS**  
**Commissioner's Meeting**  
**Tuesday, September 16, 2025**

The Board of Commissioners met at 9:00am on Tuesday, September 16th, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, Treasurer Dinah Reiss, DPW Foreman Jeff DeMartino 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 September 16<sup>th</sup> agenda. Nancy Cole 2nds and Mark Graffam makes an amendment to hold a Non-Public Session at the end of this meeting, citing 91A:3,II (a,c & I) – reputation, employee & legal issues. The motion is passed 3-0.**

**2. Approval of Minutes**

- **Mark Graffam makes a motion to discuss & approve the meeting minutes of September 9th. Nancy Cole 2nds the motion. Wooda McNiven found one spelling error and Mark Graffam has two items for clarification. The motion is passed 3-0, with amendments.**

**3. Approval of the Manifest @ 9:02am**

- **Operations & Payroll – Mark Graffam makes a motion to discuss & approve the Operations and Payroll Manifest in the amount of \$9,365.11. Nancy Cole 2nds and the motion is passed 3-0.**
- **Water - Mark Graffam makes a motion to discuss & approve the Water Assessment Manifest in the amount of \$2,487.47. Nancy Cole 2nds and the motion is passed 3-0.**

**4. DPW @ 9:05am**

- Continue with treating trouble spots on the roads, continue to remove rocks and apply treatment.
- Jeff will investigate to have the Tight Tank pumped.
- **Road signs are put up when available. Mark Graffam makes a motion to allow Jeff to purchase at least six road signposts & needed material. Nancy Cole 2nds and the motion is passed 3-0.**
- Jeff advises that the curb valve at 7 Middle Shore was exposed and cleared away to attend to the ditching and culvert flushing. The recent heavy rain caused some gravel run off, which the DPW will address. Jeff will be placing in a curb valve marker at this location.
- The culvert work needed on Bristenstock will begin next week. Commissioners may want to view this area again to assess for any additional work.

- Notice, a chain and padlock will be installed at the gate gap located at DPW1. Jeff has found that someone continues to use this way to cut through to access some location in the Village.
- Ledge marking with stakes has been completed and the updated list will be provided to the office so Mark Graffam may design a map of locations for the vendor.
- Rough spots on road at Adelboden into Bristenstock need to be addressed.
- Order for more calcium chloride should be made sometime next week.
- Pavement patches need to be done before winter. Areas include Lugano & Aspen. There is an area on Blinden that should be ground before patching. Jeff will investigate renting a grinder from Coleman that attaches to a skid steer. Oak Ridge has an area that should be looked at as well. Jeff will obtain some quotes.

## 5. Commissioner's Concerns/Reports @ 9:33am

### Mark Graffam

- **Will hold off on obtaining quotes on chip sealing as crack sealing should occur prior to arranging for chip sealing. Mark Graffam makes a motion to obtain quotes for "crack sealing" Blinden. Nancy Cole 2nds and the motion is passed 3-0.**
- Long term solutions will be discussed in the future regarding the issues on Lugano and the water main. Water Operator was given instruction to install a curb valve at the Eidelweiss Main at Lugano.
- Mark is working on a FEMA reimbursement request for 2025 Materials. Adjustment to the DPW hourly wage will be made
- We are still waiting for the FEMA reimbursement deposit for the 2024 submission.
- Inquiry to the vendor for availability for additional ditching.
- Jennifer to make an inquiry into the Granite State Rural Water Association to ask if the Muddy Beach Uranium Filtration System installation cost could apply to the Sustainability Grant, currently being offered. Applications must be received no later than October 3<sup>rd</sup>.

### Nancy Cole

- Review of draft #3 for the changes and modification of the Driveway Ordinance. Hoping for a final draft review by October 7<sup>th</sup> so it may be submitted for legal review. Item will be added next week for review of draft #4.

## 6. Water @ 9:59am

- **Mark Graffam makes a motion to submit a work order to the Water Operator for the curb valve installation at the Eidelweiss main and Lugano. Nancy Cole 2nds and the motion is passed 3-0.**
- Mark Graffam will inquire with the Water Operator if he has had response from EII regarding the SCADA System.

## 7. Administrator's Report @ 10:02am

- Review of the 2025 Budget and current spent as of September 9, 2025. Operating Budget is below half spent, and Water Assessment is just over half spent. Review of what has been spent

on approved 2025 Warrant Articles, such as IT Services, copier/scanner and gravel and road work was also completed.

- Jennifer will make an inquiry with Mitchell Municipal, PA, if date for a conference call on Tuesday, September 23<sup>rd</sup> at 2:00pm could work for them.

**8. Old Business/Tabled Items**

- Commissioner’s determination is that there is an area on Chocorua View Drive that will require ditching. This is not a high priority but should be addressed at some point.

**9. Signature Items @ 10:28am**

- Mark Graffam makes a motion to approve and sign the water dues delinquent letter to owner of 18 Oak Ridge Rd. Nancy Cole 2nds and the motion is passed 3-0. The signed letter will be sent both certified/return receipt and regular standard mail.

**10. Non-Public Session, citing 91A:3II (a, c & l) @ 10:32am**

- 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

**11. Non-Public Session adjourned and Public Session recessed @ 11:32am**

- Mark Graffam makes a motion to adjourn the Non-Public and Public Session and continue the Public Session at 2:00pm for a site tour of the Carroll County Sheriff’s Tower facility at the top of Oak Ridge. 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, September 16, 2025](#)