

**VILLAGE DISTRICT OF EIDELWEISS**  
**Commissioner's Meeting**  
**Tuesday, September 9, 2025**

The Board of Commissioners met at 9:00am on Tuesday, September 9th, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, DPW Foreman Jeff DeMartino, Ian Hayes with Simply Water and Administrator Jennifer Scully.

The meeting was videotaped by **Aysia Morency** 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 9<sup>th</sup> 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 (d & I) – real estate & 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 4th. Nancy Cole 2nds and the motion. Wooda McNiven found one spelling error in the minutes. The motion is passed 3-0, with amendments.**

**3. Approval of the Manifest @ 9:01am**

- **Operations – Mark Graffam makes a motion to discuss & approve the Operations Manifest in the amount of \$11,699.63. 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 \$1,105.00. Nancy Cole 2nds and the motion is passed 3-0.**

**4. DPW @ 9:09am**

- Road work on Appenval has been completed.
- Continue with trouble spots, removing larger rocks from the road. Work on top of Oak Ridge was done and plans to do some work up on Presidential will be scheduled next week.
- Ledge marking with stakes have been done.
- Road signs are put up when available. May have to purchase some posts.
- Arranging for a date to remove swim rafts and get ready to remove speed bumps.
- Jennifer will arrange to have the porta-potties removed, prior to being billed for October.
- Pavement patches need to be done before winter. Areas include Lugano & Aspen. There is an area on Blinden that should be grinded 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.
- A contractor may be available for ditch work on Bern & Huttwil.

- Jeff has completed some additional work on the Grison Culvert which will allow for better water flow. Mark Graffam notes there is area that appears to be a small sink hole and would like Jeff to fill with wood chips.
- **Mark Graffam makes a motion to approve Simply Waters' request for a Work Order for the investigation of a report of potential water main leak at 28 Grison. Nancy Cole 2nds and the motion is passed 3-0.**
- **Mark Graffam makes a motion to approve and sign the price quote from Eastern Minerals. Nancy 2nds and the motion is passed 3-0.**
- Mark Graffam found the BlueDef treatment solution at a better price at Home Depot for Jeff to review.

##### 5. Water w/Ian Hayes, Simply Water @ 9:30am

- Water outage early this week was caused by a ground fault issue at the Jungfrau Pump House. Issues began when there was a power outage on Saturday. Tank water level triggers the pump to shut down and eventually caused water outage reported on Monday. Ian reached out to the contact at EII and found that EII moved the SCADA System to a different software, on a trial basis and the trial has now expired. No notification was given to the office about this move to a trial basis software. Now the alert notifications, from the SCADA System to Ian, are no longer functioning. Ian will request a meeting, with EII, at the Administrative Office. Ian will inform us of their response and if no timely response is received, the Commissioner will then take further action to try and resolve this issue. Programming still must be moved from the old computer to the new.
- Eversource power lines are touching some tree branches at the Jungfrau Pump House. We will investigate having some of those branches cut.
- Set up for the service line for 2 Lugano is unusual as it was installed as a parallel water main. Second time this line has broken, and Ian suggestion is to place a curb valve at the main at Eidelweiss and install a curb valve for the service line at 2 Lugano. Another option would be to shut down that service line and route the service line to the Lugano water main. Ian will install a curb valve at the Eidelweiss main and will have a better idea of what the options for getting the service line connected to the Lugano water main.
- Aspen/Burgdorf project is set to begin first week of October.
- Mark Graffam requests that review of the of recently installed curb valves as they appear to be done as a shallow installation and must be deeper. Mark mentions the ones on Bern and Grandval. Ian will review those installations.
- Open 2024 Work Orders will be reviewed and reported back on status.
- Flushing and blow-offs should be scheduled sometime in October.
- Water pressure coming into homes occasionally have inquiries reporting that the pressure is high. PRVs installed in the home should be able to handle the pressure, as indicated in the ordinance.

- Oak Ridge homeowner, who is currently having repairs to his service line requests that his curb valve be replaced. Ian will advise the homeowner that replacement will be at the homeowner's expense, but the district will still own this valve.

**6. Commissioner's Concerns/Reports @ 10:41am**

Mark Graffam

- Contractor proposal review for the 2025 Aspen/Burgdorf Water Main Project. One bid is \$75,500.00 with additional \$150.00 charge to remove rock. The other bid received is for \$53,405.00 with an additional \$125.00 charge for rock removal. Bid off \$53,405.00 indicates a start date of October 6<sup>th</sup> with finish of October 17<sup>th</sup>. Wooda McNiven makes a motion to approve the 2<sup>nd</sup> bid with Burnham Company. Nancy Cole 2nds and the motion is passed 3-0. Mark Graffam makes a motion that he will notify the winning contractor and set up a pre-construction meeting with this contractor and our water operator. Nancy Cole 2nds and the motion is passed 3-0.
- Mark Graffam makes a motion to allow Jeff to obtain a quote on renting a grinder for the skid steer and to reach out to Allstate and obtain a quote for chip sealing on Blinden for a Warrant Article to present for 2026. Nancy Cole 2nds and the motion is passed 3-0.

Nancy Cole

- Nancy to come to the office to review the DRA website for requirements that may be pending.
- Commissioners will review the driveways on Chocorua View Drive to see if we can determine who is using the VDOE owned property as a driveway.

**7. Old Business/Tabled Items**

- Mid to end of October to schedule a demo with the vendor that does municipal websites.

**8. Signature Items**

- Mark Graffam makes a motion to approve and sign the legal request letter to Mitchell Municipal regarding the 2024 Audit. Nancy Cole 2nds and the motion is passed 3-0.

**9. Non-Public Session, citing 91A:3II (d & l)**

- 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. Non-Public & Public Session recessed @ 11:47am**

- Mark Graffam makes a motion to recess the Non-Public and Public Session and continue the Non-Public 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:  
[Village District of Eidelweiss Commissioners September 9, 2025](#)