

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, November 18th, 2025

The Board of Commissioners met at 9:00am on Tuesday, November 18th, 2025. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, 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 November 18th agenda. Nancy Cole 2nds and Mark Graffam makes amendments to recess this public session, to continue at the VDOE Administration Office today at 2:00pm for a conference call with Nick Sceggell, Engineer with Dubois and King. This public session will also include a motion to hold a Non-Public Session, citing 91A:3,II (L) – for legal. The motion is passed 3-0, with amendments

2. Approval of Minutes

- **Mark Graffam makes a motion to discuss & approve the meeting minutes of November 12th and 13th. Nancy Cole 2nds the motion. Mark Graffam and Wooda McNiven have a few minor clarifications. The motion is passed 3-0, with amendments.**

3. Approval of the Manifest @ 9:04am

- **Operations - Mark Graffam makes a motion to discuss & approve the Operations and Manifest in the amount of \$17,860.83. Nancy Cole 2nds and the motion is passed 3-0.**

4. DPW with the Foreman, Jeff DeMartino @ 9:07am

- **Jeff and crew continue to smooth out gravel roads in preparation for winter. The additional ditch work needed on Huttwil, Bern & Platz will have to be done early next year.**
- **Mark Graffam makes a motion to allow Jeff to purchase hot top to address the transition roads (asphalt to gravel) to protect the plow equipment during winter plowing, especially on Lugano. Nancy Cole 2nds and the motion is passed 3-0.**
- **DPW will remove the remaining boats left on the racks and store them at the DPW.**
- **DPW will move a basketball hoop away from the edge of the roadway, on Whittier View Place, to prevent the plows from hitting and possibly damaging it.**
- **There is an established ditch line at a driveway entrance on 25 Blinden. DPW will use stone to allow for smoother vehicle entry however it will be taken care of after the winter season.**

- Wooda McNiven asks that the DPW staff review desired truck models, to replace the International. This is for the ongoing data collection to apply for the Clean Fleets Grant.

5. Commissioner's Concerns/Reports @ 9:41am

Mark Graffam

- Mark has observed a large turkey hen lingering at the entrance of Little Shore Drive (by the boulder) for about 3 days now.
- The water pressure test, for the Aspen/Burgdorf Water line, has been delivered from the Burnham Company. The test passed and they will be providing project documentation and pictures for our files.
- Payments to the Burnham Company and charges from the water operator for the Aspen/Burgdorf Water project have been coded to the Water Assessment-repairs line, which is a budget line item. These charges will be moved out of this line item and be charged to the Water Assessment - chart of accounts-capital outlay improvements.
- Mark cleaned up the burned debris which was left at Geneva Beach. He also observed that in the action of someone pulling the picnic table over to be placed near the fire they built, they broke the padlock, and a new one may have to be purchased to secure the picnic table back where it was.

Wooda McNiven

- Wooda has presented a draft letter that will accompany the mailing to the district water use customers regarding the third quarter average uranium levels and the lead line-unknown service line. This notification should go out by the end of the month.

6. Administrator's Report @ 10:00am

- Deadline dates for Candidacy and Petitioned Warrant Articles:
 - File for Candidacy will occur Monday, January 12th to Friday, January 23, 2026
 - 1 Commissioner - 3yr term
 - 1 Treasurer - 3yr term
 and pending notification:
 - Moderator - 3yr term
 - Deadline to submit petitioned Warrant Articles - Friday, February 6, 2026

7. Old Business/Tabled Items @ 10:13am

- Final Draft review of updates to the Driveway Ordinance.
- Inquiry regarding the "paper roads" memo, we are to receive from the attorney, will be done today at the Administrator's office, when the Public Session resumes.

8. Signature Items@ 10:28am

- Nancy Cole makes a motion to sign the proposal of \$33,770.00 from Bryant Paving for asphalt patching on 6 road locations. Wooda McNiven 2nds and the motion is passed 3-0.

- **Mark Graffam makes a motion to sign the 2026 Health Trust Medical/Dental Coverage rates confirmation. Nancy Cole 2nds and the motion is passed 3-0.**

Special Commissioner’s Meeting was held this past Saturday, November 15th where a preliminary review of the 2025 Budget, and current spent, was reviewed as well as a draft review of petitioned warrant articles for 2026.

9. Non-Public Session, citing 91-A3,II (L) for Legal @ 10:34am

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

Roll-Call Vote for Non-Public Session:	Mark Graffam -	yes
	Nancy Cole -	yes
	Wooda McNiven -	yes

10. Public Session recessed @ 11:10am

- **Mark Graffam makes the motion. Public session will resume at the VDOE Administration Office at 2:00pm today for a conference call with Nick Sceggell, Engineer. Nancy Cole 2nds and the motion is passed 3-0.**

11. Public Session resumed @ 2:00pm with Mark Graffam, Nancy Cole & Wooda McNiven and Jennifer Scully

- Email inquiry to Attorney Laura Spector-Morgan for the status of the memo we were to receive regarding the development of our “paper roads”. We also asked for clarification on the requirement of the Commissioners written permission regarding any work with in the “right of way”, where she cites RSA 236:9, which applies to Cass I, II or III state roads. How is this applicable to the Village District roads?
- At 2:12pm the meeting was attended by Nick Sceggell, Engineer from Dubois and King.
 - Nick has provided updates to various projects, which include the changes to construction materials for the previously permitted Grison Culvert. We still need clarification if the current permit could be amended if a different type of material is used for the culvert. Mark Graffam will reach out to NH Homeland Security to discuss as this is one of the projects under FEMA. And because it is a FEMA project, we will be required to obtain bid packages.
 - The Muddy Beach Well Uranium Mitigation project continues to be updated. Additional questions and feedback continue to be received from RE Prescott and the water operator. Nick updates the drawings, as required.
 - Como PRV is slated for spring 2026. Mark Graffam plans to submit the specification to The Burnham Company to do the work.
 - DPW Well B will be established using the same well field and may not be a difficult permit process. Scope of this project will be worked on.

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

[Village District of Eidelweiss Commissioners, November 18, 2025](#)