

**VILLAGE DISTRICT OF EIDELWEISS**  
**Commissioner's Meeting**  
**Wednesday, February 18th, 2026**

The Board of Commissioners met at 9:00am on Wednesday, February 18, 2026. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, DPW Forman Jeff Demartino, VDOE resident Robert D'Ambra and Administrator Jennifer Scully.

The meeting was videotaped by **Lauren Woss** 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 February 18th agenda. Nancy Cole 2nds and Mark makes amendments to the agenda to include a Non-public session, citing Contract – RSA 91-A:3, II. Mark Graffam also asks Jennifer about requesting a Public Session. Jennifer responded asking what this was about and Mark Graffam advised that he spoke with Nancy Cole and Nancy informed him of Jennifer's request for an RSA 91-A:3, II (a), Employee Matters, be made Public. Jennifer asks if this had to do with disciplinary action to be taken by the Commissioners and Mark Graffam confirmed that it was. Jennifer then agreed that she would wish for a Public Session should any disciplinary action be taken against her regarding the Commissioner Public Meeting, which occurred on Tuesday, February 3, 2026. Mark Graffam then advised that if any disciplinary action were to be taken it would happen at a later date and not today. The motion to approve the modified agenda is passed 3-0.

**2. Approval of Minutes**

- Mark Graffam makes a motion to discuss & approve the meeting minutes of February 6, 2026. Nancy Cole 2nds and informs that there is a spelling error to be corrected however the draft minutes would be reviewed to find the error. Mark Graffam requests that we revisit these minutes later in the meeting to pinpoint where the error is.
- Mark Graffam makes a motion to discuss & approve the meeting minutes of February 10, 2026. Wooda McNiven 2nds and has a few corrections and Nancy Cole has an amendment. Motion is passed 3-0, with amendments.

**3. Approval of the Manifests @ 9:06am**

- Payroll – Mark Graffam makes a motion to discuss & approve the Payroll Manifest in the amount of \$7,297.82. Nancy Cole 2nds and the motion. Motion is passed 3-0. Operations Account. Audit services are split 50% to Operation and 50% to Water. The amounts reflected on the 2025 Budget Spent, presented at the 2026 Budget Hearing is correct.

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

- Crew continues to shape up the roads in anticipation of the coming snowstorm.
- Identified frost heaves on Blinden & Oak Ridge, to prevent plow damage when treating those roads. Discussion on how to address these issues come spring/summer along with any of the vendors we contract in to do crack sealing &/or ledge work.
- High winging is completed for now.
- Mark Graffam views his wish that it would be great if the Clean Fleets Grant approval occurred before the 2026 Annual Meeting.
- Wooda McNiven will have the updated contract and obtain signatures and other related data to submit today. Signatures from the other Commissioners will occur today, out of session.
- Commissioners discuss how to present the different scenarios that may come up at the Annual Meeting when presenting the Warrant Articles for Truck Purchasing as it relates to the decision on grant reimbursement. Jeff DeMartino provides his view, as it relates to the difference scenarios.
- Commissioners then discuss what was spent in 2025 Budget on the 2019 Dodge and the International. The maintenance line for the 2026 Budget must cover a for continued payments for any repairs, as we cannot determine if we can count on grant reimbursement money. **Mark Graffam makes a motion to have Jennifer provide a weekly tally of what is being spent, so far this year, on the 2019 Dodge & the International. Nancy Cole 2nds and the motion is passed 3-0.**
- Mark Graffam discusses the idea of keeping the 2026 Operation Budget as a flat amount, possibly adjusting other line items, in anticipation of using the already received FEMA reimbursements.

#### 5. Commissioner's Concerns/Reports @ 9:40am

##### Mark Graffam

- **Mark is looking for Exhibit A from the Carroll County Sherriff Tower Agreement. Mark Graffam makes a motion to have Jennifer complete a search, at the office, for a paper form or digital form of this exhibit. Nancy 2nds and the motion is passed 3-0.**
- Mark confirmed the pipe size from the Water Operator that will be used at the Como PRV. This pipe size is 2 inch – schedule 40.
- Mark received an email from NH Emergency Management that they continue to work towards obtaining the required answers from NH DES regarding the Grison Culvert. Mark will reach out to Nick Sceggell, Engineer to discuss further.
- **Mark Graffam makes a motion to have Jennifer rename Jeff DeMartino's weekly work submission files (with dates), going forward. Nancy Cole 2nds and the motion is passed 3-0.**

##### Wooda McNiven

- **Wooda McNiven makes a motion to sign the revised Clean Fleets Application out of session today. Nancy Cole 2nds and the motion is passed 3-0.**
- **Mark Graffam makes a motion to approve and sign the Certificate of Voter of Authorization for the Clean Fleets Grant. Nancy Cole 2nds and the motion is passed 3-0.**

- Wooda made a visit to the record storage space at the Cabana and advised that the overall condition is good with minor rodent activity. Mark Graffam suggests that a future visit by all the Commissioners in the coming spring.

**Nancy Cole**

- Nancy advises that Simply Water does work with NH DES to complete the Sanitary Survey, which is requested every two to three years.
- The Community Water System Emergency Plan will be due by the end of March 2026 and Nancy will work with Simply Water to complete this.
- **Mark Graffam makes a motion for Jennifer to bill the homeowner at 95 Eidelweiss Dr. for the call out made by Simply Water. Mark Graffam 2nds and the motion is passed 3-0.**
- Nancy will have an updated motion log to be distributed next week.

Mark Graffam makes a comment that the skating event, held by the EPOA, was very successful.

**6. Water @ 10:00am**

- **Mark Graffam makes a motion to approve the Work Order #3-2026 regarding the bleeder leak on Lucerne. Nancy Cole 2nds and the motion is passed 3-0.**
- **Mark Graffam makes a motion to approve the Work Order #4-2026 regarding potential leak investigation on 8 Little Shore. Nancy Cole 2nds and the motion is passed 3-0.**

**7. Administrator’s Report @ 10:01am**

- **Wooda McNiven makes a motion to allow Jennifer to obtain more information on a bill submitted by Mitchell Municipal. Nancy Cole 2<sup>nd</sup> and the motion is passed 3-0.**

**8. Old Business/Tabled Items**

- Submission of the 2026 Budget & Warrant Articles have been sent to the DRA for the pre-review. Jennifer will notify Nancy Cole when a response is received back from the DRA. Nancy Cole advises that some changes need to be made to the Warrant Articles and will make time to come into the office to make updates.
- FEMA Reimbursement funds will be listed on the Operations Manifest. Wooda McNiven agrees to review the totals to be listed on the manifest, so all are in agreement.
- **Mark Graffam makes a motion that he will reach out to EII on the status of the historical data on the SCADA System. Nancy Cole 2nds and the motion is passed 3-0.**

**9. Non-Public Session@ 10:13am**

- **Mark Graffam makes a motion to move into a Non-Public Session citing Contract Negotiations 91A-91-A:3, II. Nancy Cole 2nds and the motion is passed 3-0.**

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| <b>Roll-Call Vote for Non-Public Session:</b> | <b>Mark Graffam -</b>  | <b>yes</b> |
|   | <b>Nancy Cole -</b>    | <b>yes</b> |
|   | <b>Wooda McNiven -</b> | <b>yes</b> |

**10. Public session adjourned @ 10:13am**

To view the meeting on video, please click on the following link:  
[Village District of Edelweiss February 18, 2026](#)