

VILLAGE DISTRICT OF EIDELWEISS
Commissioner's Meeting
Tuesday, February 24th, 2026

The Board of Commissioners met at 9:00am on Tuesday, February 24, 2026. In attendance for the public meeting are Commissioner Mark Graffam, Commissioner Nancy Cole, Commissioner Wooda McNiven, DPW Forman Jeff Demartino, VDOE 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 February 24th agenda. Nancy Cole 2nds and Mark makes an amendment to the agenda that there may be a Non-public discussion related to contracts. The motion to approve the modified agenda is passed 3-0.

2. Approval of Minutes

- Mark Graffam makes a motion to discuss the public and non-public session held on February 12, 2026. Mark Graffam makes a motion to hold a Non-public session at the end to discuss the reason why the meeting was not held at the location specified and how to produce the meeting minutes for this session. Nancy Cole 2nds and the motion is passed 3-0.**
- Mark Graffam states that the Non-public session held on February 10th was voted to be sealed. Mark Graffam makes a motion to discuss and approve the Public meeting minutes of February 5, 2026. Nancy Cole 2nds and the motion is passed 3-0, with amendments.**
- Mark Graffam makes a motion to discuss and approve the Public meeting minutes of the 2026 Budget Hearing, held on February 6th. Nancy Cole 2nds and there is one amendment. Motion is passed, with the amendment 3-0.**
- Mark Graffam makes a motion to discuss and approve the Public minutes of February 18th. Nancy Cole 2nds and Wooda McNiven has one spelling correction. Motion is passed 3-0, with correction.**

3. Approval of the Manifests @ 9:07am

- Operations – Mark Graffam makes a motion to discuss & approve the Operations Manifest in the amount of \$11,106.58. Nancy Cole 2nds and Mark Graffam begins review the invoicing sent from Mitchell Municipal, questioning billing on an item of which Mitchell Municipal requested of the Village District. There is also another item of charge that we do not have any information on. Mark Graffam makes a motion for Jennifer to reach out to Mitchell Municipal for additional information on a specific charge. Wooda McNiven suggests we pay the bill and Nancy Cole agrees to pay their bill but question the two charges. Motion is passed 3-0.**

- **Water – Mark Graffam makes a motion to discuss & approve the Water Manifest in the amount of \$6,999.32. Nancy Cole 2nds and Mark Graffam will make an inquiry to Dubois and King, Engineers to obtain more detailed information about the charges. Motion is passed 3-0.**

4. DPW with the Foreman, Jeff DeMartino@ 9:24am

- Crew handled the snow event this past Friday night into Saturday.
- Plow on the 2018 Dodge had to be welded and Tony Eldridge came in on Sunday to complete that repair.
- Jeff reached out to the sales rep. Brian Zipps at Keene Dodge to touch base on specifications on the new truck purchase. Keen Dodge did send a purchase order which will need to be reviewed. Wooda McNiven advises that we need to research Capital Lease providers. Keen Dodge may have recommendations, and we will also need to review the extended warranties provided. Wooda McNiven will follow-up with Keene Dodge.
- Jeff says the crew is preparing for a snowstorm forecasted for tomorrow.
- **Jeff reviewed a suspected leak occurring at 8 Little Shore Dr. with the Water Operator. Jeff advises that the water is making its way to the roadway and is causing damage. Mark Graffam makes a motion that notification to Simply Water to shut off the water at the curb valve, for 8 Little Shore Dr. and for the office to send notification to the homeowner that the water is going to be turned off until the homeowner can make the necessary repairs. Nancy Cole 2nds the motion and the motion is passed 3-0.**
- First Aid kits at the DPW1 and DPW2 garage have many items that are expired and there are items that need to be ordered. Mark Graffam offers to visit the DPW1 & DPW2 kits and compile a listing to replace and replenish supplies.
- The spreader for the International is currently at Albany Service Center to address operating issues and address the fuel tank strap.
- Mark Graffam has observed random pick-up trucks that enter the Village and may be taking from the supply of sand provided for the Village District. Jeff advises he has not observed any unusual usage amounts that would be a cause for concern at this time.

5. Commissioner's Concerns/Reports @ 9:46am

Mark Graffam

- Mark has had communication with EII, the SCADA support company, regarding the historical data uploaded to the new computer from the old. The data was uploaded but the issue may be that EII may have to install an additional software module to allow that data to be viewed. EII will work with the Water Operator to be sure the historical data needed may be assessable.
- **Mark made a visit to the Summit Cabana and completed some measurements of the floor space that we currently lease. He also completed measurements of the concrete pad outside and then where the generator is stored. Mark expressed the need to obtain a copy of Exhibit A, of the Tower Agreement. It is currently unclear whether Exhibit A existed. Mark makes a motion to have the office reach out and send an email to the Carroll County Sheriff's office to see if they may supply a copy. Nancy Cole 2nds and the motion is passed 3-0.**

- Mark inquires if we have received any approval notifications regarding the Clean Fleets Grant.
- Wooda McNiven**
- Signed original copies of the Clean Fleets Grant Agreement Application and Certificate of Vote Authorization were sent via certified mail to NH DES – Granite State Clean Cities Coalition.

6. Water @ 10:02am

- **Wooda McNiven makes a motion to begin applying late fees to the owner at 5 Eidelweiss Drive on the past due water turn invoice. Mark Graffam 2nds and the motion is passed 3-0.**
- Work Order #5-2026 was opened for the Water Operator to address the Pump House issues and alarm notifications indicating variable electric control issues and responding to reset the systems.
- **Simply Water sent notification of propane being out at the Summit Pump house and that the Muddy Beach Pump House is down to 20%. The sites are on auto delivery by AmeriGas, but they informed the office they will charge an additional \$300.00 to schedule an emergency delivery. Mark Graffam makes a motion that he be allowed to reach out to AmeriGas to discuss the need for a propane delivery. Nancy Cole 2^{nds} and the motion is passed 3-0.**

7. Signature Items @ 10:20am

- Mark Graffam makes a motion to sign the DRA 2026 Warrant. Nancy Cole 2nds and the motion is passed 3-0.
- Mark Graffam makes a motion to sign the DRA MS-636 2026 Budget. Nancy Cole 2nds and the motion is passed 3-0.

8. Public session adjourned @ 10:22am

- Mark Graffam makes a motion to adjourn the meeting. 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 February 24, 2026 - YouTube](#)