

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

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

The meeting was videotaped by **Evan Woss** with Madison TV.

Public Meeting

At 9:00am Commissioner Wooda McNiven calls the meeting to order.

1. Approval of Agenda

Wooda McNiven makes a motion to discuss & approve the March 18th agenda. Nancy Cole 2nds and adds that a Non-public session should be held to discuss an employee issue. The motion to approve the modified agenda is passed 3-0.

2. Approval of Minutes @ 9:01am

- **Wooda McNiven makes a motion to discuss and approve the meeting minutes of March 11th. Nancy Cole 2nds and Wooda McNiven has two spelling corrections. Motion is passed 2-0, with these revisions.**

3. Approval of the Manifests @ 9:08am

- **Operations – Wooda McNiven makes a motion to discuss & approve the Operations Manifest in the amount of \$3,810.15. Nancy Cole 2nds and the motion is passed 3-0.**
- **Water – Wooda McNiven makes a motion to discuss & approve the Water Manifest in the amount of \$11,744.33. Nancy Cole 2nds and the motion is passed 3-0.**

4. DPW with the Foreman, Jeff DeMartino@ 9:05am

- **Rubber edge has been purchased for the 2019 Dodge and installed.**
- **Crew easily handled the 2 to 3 inch of snow event last Saturday.**
- **Continue to address potholes throughout the district and collecting and disposing of trash that has accumulated during snow melt.**
- **2019 Dodge went into Albany Service Center for a weld job on the fish plate.**
- **Culverts continue to flow nicely.**
- **Chains will be removed from the grader & backhoe.**
- **Wind event caused some tree limbs to fall into the road and crew has been addressing as they see come upon them.**

- Jeff continues to research facilities that are offering CDL training and will provide data as he receives it.
- Pothole at 54 Eidelweiss Drive continues to be an issue and Mark Graffam was provided with man hours, equipment and material data used to fill this hole.

5. Commissioner's Concerns/Reports @ 9:13am

Nancy Cole

- Nancy advising that there has been no data found regarding the 91A Request for RFP Proposals nor do we have any information regarding "Orange". Response to the requestor will be sent.
- Nancy updated the wording on the Water System Ordinance and Pond Level Ordinance.

Mark Graffam

- Mark has given back the old flashlight and adapters to Jeff DeMartino. Jeff will dispose of this old flashlight.
- Mark spoke with Willy at Black Dog Hardscapes about ditch work for the district and the work needed on Lugano Rd. Co-ordinating this vendor with the Water Operator will be necessary.
- Still waiting for estimate from Nick Sceggell, Engineer regarding the Grison Culvert.
- Holly Evens from NH Homeland Security is inquiring about the status of projects, which Mark will ask her for clarification. She also advised that additional reimbursement will be provided as she advised that rates have increased and the reimbursements we already received have calculated an additional \$3,000.00 to be sent to us.
- Mark spoke with Bernie Quint and that the Como PRV Project was approved in the Annual Meeting. His prior quote may have to be updated based on fuel price increases. He is looking for us to schedule the work and provide him with those dates. Bernie also expressed interest in the ditch work.
- Mark will investigate using an excel spreadsheet document that may be shared that will be used in scheduling these projects.
- **Mark Graffam makes a motion that the 10% of an approved contracted project amount be held in a separate bank account. 10% of the Aspen/Burgdorf project, including the calculated interest, be used to open a bank account by the Treasurer. Wooda McNiven 2nds and the motion is passed 3-0.**

Wooda McNiven

- Wooda McNiven presented and reviewed the Western Star & Dodge Ram financing and warranty documents. These would be semi-annual, in arrears lease agreements.
- **Wooda McNiven makes a motion to sign the purchase agreements for the 2025 Western Star through HP Fairfield and the 2026 Dodge Ram through Keen Chrysler Jeep Dodge and financing will be through a company called Tax-Exempt Leasing Corporation. Lease option is semi-annual with a payment amount of \$34,190.92. Nancy Cole 2nds and the motion is passed 3-0.**
- **Wooda makes a motion to allow discussion of the contingencies there may be with Clean Fleets and any reimbursements they would grant us. Nancy Cole 2nds and Wooda discussed the potential for pre-payment penalties if a new lease agreement is needed. It was advised**

that any reimbursements we may receive are to be held, to make future payments on the loan. Nancy Cole stresses the importance that there should be two separate lease agreements because of the potential for grant reimbursements, should it be approved. We are awaiting the terms of the lease agreements, and these terms should be reviewed by legal prior to approving.

6. Water with Ian Hayes, Simply Water @ 9:44am

- Homeowner on Lugano Rd. reporting no water this past Friday afternoon. It is unclear if the issue is a frozen line on the homeowner's side or if it is an issue with the service line. Homeowners have given Simply Water permission to enter the home to check the water over the next few weeks to see if the issue resolves itself or if a fix will need to be discussed.
- Coordination between Simply Water, DPW and vendor(s) when scheduling for the Lugano Water Main project begins. Careful vigilance of where the existing main is located.
- Ian is working with EII regarding the gaps in the SCADA alert notifications and the historical data work around that may be necessary. There may be alarm points that were not programmed into the new upgrade that EII may have to address or potentially these alarm points did not exist. Ian will follow up with EII on outstanding issues and will try and schedule an office visit report back to us on the status.
- Ground fault issues at the Jungfrau Pump House may indicate the need for a new pump and VFD replacement. Ian will get estimates for us, including the electrical work. He will also obtain a cost in installing a transfer switch for a generator hook up.
- Commissioners completed an inspection of the Summit Pump House. Roof has been leaking for some time and needs to be addressed as well as repairing the interior structure and insulation.
- Mark Graffam makes a comment that they may need to review and monitor the Water Assessment account.
- Ian advises that a dehumidifier has been needed at the Oak Pump House for some time now.
- Waiting for Engineer's response, in working with NH DES, regarding the Muddy Beach Filtration System installation project. Mark Graffam will send an inquiry to Nick, the Engineer, if Ian may move forward with this project.
- **Mark Graffam makes a motion to allow the Water Operator, Ian with Simply Water, not to hesitate to begin the use of Muddy Beach as an emergency water source, should it be necessary. Wooda McNiven 2nds and the motion is passed 3-0.**
- Water Hook-up Applications received for 15 Blinden Dr. & 42 Huttwil Drive and work orders have been submitted and received by the Water Operator.
- Water Operator is assisting in completing the Emergency Plan for submission at the end of this month. Lisa & Mike at Simply Water are working on this.
- Service Line Inventory for the NH DES Lead Line Service Inventory program continues to be modified, such as the spreadsheet which appears to require information that we would not have nor understand. Simply Water may have some of this information that may assist us in completing this requirement, but the information may be limited on some homes. Ian suggests

that Wooda reach out his office and potentially set up a meeting or conference call with them to discuss further.

7. Administrator’s Report@ 11:07am

- Wooda McNiven makes a motion to set the 2026 Annual Water Usage Fee at \$525.00, same as 2025. Nancy Cole 2nds and the motion is passed 3-0.

8. Old Business/Tabled Items @ 11:08am

- Mark Graffam makes a motion for the office to send a response to the Vertex Tower Attorney that the Commissioners will not be scheduling a meeting with him or the tower representative. This response will site ‘Section 4.4’ of the Driveway Ordinance as the reason in not approving a meeting. This response will also carbon copy Madison Town Hall Administrator, Kate Young. Wooda McNiven 2nds and the motion is passed 3-0.
- Wooda McNiven makes a motion to pay the two Supervisors of the Checklist \$385.00 for their work completed at the 2026 Annual Meeting. Nancy Cole 2nds and the motion is passed 3-0.

9. Signature Items @ 11:20am

- Wooda McNiven makes a motion to sign the Request for Absence for Jeff DeMartino. Nancy Cole 2nds and the motion is passed 3-0.
- The Water System Ordinance and the Pond Ordinance will be signed next week.

10. Correspondence

- Incomplete Water Hook up and Driveway Applications received via e-mail and then a receipt of a \$10,000 check. To date no other information has been received. Applications cannot be reviewed or approved due to lack of required information. \$10,000 check will be returned.
- Mark Graffam makes a comment that the posting of the 2026 Warrant Articles was delayed.

11. Public Appearance/Public Comments @ 11:26am

- Robert D’Ambra has an inquiry and comment about our website.

12. Non-Public Session @ 11:28am

- Wooda McNiven makes a motion to move into a Non-Public Session to discuss 91-A:3, II (a) – Employee issues and 91-A:3, II (c) Contract. Nancy Cole 2nds and the motion is passed 3-0.

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

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

[Village District of Eidelweiss Commissioners March 18, 2026](#)