

**VILLAGE DISTRICT OF EIDELWEISS  
COMMISSIONERS MEETING**

**January 18, 2010**

The Board of Commissioners met on Monday, January 18<sup>th</sup>, 2010 in the District Office. Present were Commissioners Ralph Lutjen, Gloria Aspinall and Mike Smith. Also attending were Doug of Asplundh Tree, Peter Craugh (Interim Moderator), and Art Tucker(Bldg Cmte). The meeting was taped by videographer Tim Hughes.

**At 9:00 am the meeting was called to order by Chairman Ralph Lutjen.**

**1. Agenda**

**The agenda is updated to reflect a non-public session. Mike Smith makes a motion to accept the agenda as amended, Gloria Aspinall seconds the motion and the motion passed.**

**2. Accounts Payable**

17 items for a total of \$51,212.92. Bond Payment made.

**3. Minutes**

The minutes of January 11 were reviewed. **Gloria Aspinall makes a motion to accept the minutes as presented, Mike Smith seconds the motion and the motion passed.**

**4. Highway Department**

Steve Pannone is not at today's meeting as it is a holiday. Ralph Lutjen reports that the Duramax is down, it is losing power for unknown reason. This will be looked at. The pick up is being used where it can be. Ralph has received the drawing of Oak Ridge and St. Moritz and reviewed with Paul Brown. The numbers for the road portion of the lower section have been updated. New estimate is \$267,750 for road portion only. There are natural depressions along the road which affect water flow in the area where St. Moritz joins Oak Ridge. It is due to the natural depressions that two catch basins will be needed in the area. Some of the work that will be required will be detailed and most likely need to be done by hand. 3" of asphalt will be used throughout.

Gloria Aspinall asks for an update to the warrant numbers. Mike Smith advises the water portion is \$108,000. Warrant will be revised to reflect \$387,000.

Peter Craugh questions if the intersection size is to be reduced. Ralph Lutjen states it would be possible, he will discuss with Paul Brown.

## **5. Appearances**

A representative from Asplundh Tree removal informs the Commissioners that PSNH is contracting to do maintenance clearing along the right of way within the District. Hard wood will be left on the lots, soft wood will be chipped. The tree trimming is scheduled to begin in 6 to 8 weeks. The District will receive and post information prior to the onset.

Art Tucker has joined the meeting to discuss the salt shed - equipment building project. He has produced a punch list of final items to be handled by Glen Builders as well as a Certificate of Substantial Completion. With all change orders to date, the project cost is \$222,587. There is one change order yet to be completed which will reduce the overall cost as it is a credit for the \$5,300. roll up door. Art has received an alternate price of \$5,800 for the door including framing and raising of the cross brace. Art discusses the electric at the building, and has noted that the connection is not attached to an eye beam bracket. Bracket is to be installed and has been included in the punch list. Art states he would like to add ceiling fans at the equipment building to help with the heat. The front light, a 250 watt, could be replaced with a standard flood light or simply removed as there is already a light over the door. The District electrician will be contacted on this issue, the ceiling fans, and the adding of switches for the outside lights. The Certificate of Substantial Completion includes a 2% hold back for a year. The punch list is included with the document. Certifications from the engineer on the compaction tests have not yet been received. 'As built' drawings are still needed. The orientation change from original design will be part of the drawings.

Gloria Aspinall states she did a walk through the new building last week. She is happy with how it came out and agrees ceiling fans will help with the heat. Mike Smith suggests tying the ceiling fans into the heat. Heat on, Fans on.

The certificate of substantial completion is signed.

## **6. Commissioners Reports**

Ralph Lutjen has addressed his report within the Highway Report.

Gloria Aspinall has no report at this time.

Mike Smith is working on bana line system alternates. Two options being viewed at this time, one radio frequency and one full scada system. The radio frequency (RF) system will be cheaper in the long run due to continued monthly charges with the scada system. Charges have been calculated out to the 15 year mark. Total cost for the RF system will be \$40,574. Mike would like to apply the 2209 encumbered monies to offset this project. Cost to water fees would be \$5,074. There is a 5 year maintenance plan included in the pricing. Cost savings would include reduction of water monitoring fees currently spent. Currently, the District pays a daily fee which could be reduced to twice a week. All components of the system are expected to be operational for at least 15 years, and a 3 year full warranty is included. Peter Craugh will ask some additional technical specification questions for clarification on some aspects. Mike then discusses

that an oversight has occurred and that he was unaware there was a charge for the initial survey. When the survey was received, there was a bill for \$1,000 included in the packet. ICS has stated that should they receive the contract, the fee will be waived. If another system is chosen, the \$1,000 will have to be paid.

## **7. Signature Items**

Certificate of Substantial Completion was signed for salt shed/equipment building.

## **8. Correspondence**

A complaint has been received about damage to the new pavement on Oak Ridge. Ralph has formulated a response, which is reviewed and will be sent.

## **9. Administration**

The 2009 budgets and proposed 2010 budget numbers are reviewed.

The 2010 Warrant for the Annual Meeting is discussed.

A Commissioner's meeting will be scheduled for Friday night at 7pm.

Equipment used previously for presentations was privately owned. A new projector will be purchased by the District for use as needed. A laptop computer is discussed as an option as well, however, another computer is not really necessary, especially if it does not get used often. **Gloria Aspinall makes a motion to appropriate \$600 for the purchase of a projector, Mike Smith seconds the motion and the motion passed.**

Mike Smith questions if Middle Shore should be a warrant article. Anticipated cost is \$15,000. No warrant article will be produced as it can be funded from the Road CRF.

Mike then suggests sending lower Oak Ridge to Paul Fluet for engineering and submission to the State for approval. Ralph Lutjen suggests waiting for voter approval of the project prior to engineering.

E. Peter Craugh has submitted a resignation as clerk. He now accepts formal appointment and is sworn in as Interim Moderator.

**At 10:45 Mike Smith makes a motion to enter non-public session under RSA 91-A:3 II (a) to discuss an employee issue. Gloria Aspinall seconds the motion. Mike Smith votes affirmative, Gloria Aspinall votes affirmative, Ralph Lutjen votes affirmative via roll call. Public meeting adjourned at this time.**

Respectfully submitted,

Nancy E. Cole  
Administrator