

**VILLAGE DISTRICT OF EIDELWEISS  
COMMISSIONERS MEETING**

**March 8, 2010**

The Board of Commissioners met on Monday, March 8<sup>th</sup>, 2010 in the District Office. Present were Commissioners Mike Smith, Gloria Aspinall and Art Tucker. Also present were Ed Foley and Steve Pannone (Highway). The meeting was taped by videographer Tim Hughes.

**At 9:00 am the meeting was called to order by Chairman Mike Smith.**

**1. Agenda**

**Gloria Aspinall makes a motion to accept the agenda as presented, Art Tucker seconds the motion and the motion passed.**

**2. Accounts Payable**

14 items for a total of \$7,924.32.

**3. Minutes**

The minutes of February 26 were reviewed. **Gloria Aspinall makes a motion to accept the minutes as presented, Art Tucker seconds the motion and the motion passed.**

The minutes of March 1 were reviewed. **Gloria Aspinall makes a motion to accept the minutes as presented, Art Tucker seconds the motion and the motion passed.**

**4. Highway Department**

Steve Pannone reports on last week's activity. The grader was used to push back snow. Intersections were opened and cleaned up. The Duramax has been picked up at the shop and is back in service. Sand has been stockpiled. Holes on Little Shore were filled with gravel. All the vehicles need to be inspected in March, and Steve reports this will begin this week. Ditches are being checked and holes filled. Road weight ban for mud season will be posted today. Steve reports that Coleman will be changing their billing to an hourly rate when multiple deliveries are made in one day. This will be finalized with the office. Welding is being done on the plows. Steve questioned a larger acetylene tank, but it is determined to continue using the tank the District already has. The quick connect on the back hoe is also being welded. Maintenance was done on the back hoe - fan belts, oil filter, fuel filter changed. The 550 received an oil change with filter and grease job. Brakes were also worked on and calipers replaced. The pick up truck also received an oil change with filter and grease job. Duramax wing has been repaired as well.

Art Tucker questions Steve if the trip edges, spring and wing damage on the Duramax all came from the same storm. Steve explains that they were worn down over time. Art questions if any damage was noted by Valladares where the truck was recently hit. Steve reports that none was noted. Conway Truck will also be asked to check the truck for damage when it is brought for the inspection. The truck could also be sent to Coastal for appraising by the insurance company. Mike Smith agrees to send the truck to Coastal once winter is over and the sander body is off. This will be arranged.

Art Tucker then asks Steve if he is continuing with the snow logs. Steve reports that he inputs amount of snow and hours of coverage.

Gloria Aspinall states that the daily activity sheets were originally intended to be completed by each person working. She would like to see the reports done in that manner. Art Tucker agrees with Gloria. Steve is informed that each person should complete a form each day. Steve questions the amount of paperwork this may create, but the Commissioners reinforce they want one sheet from each person each day. Steve will turn in all sheets on Monday.

Art Tucker questions the depression on Oak Ridge Road. He informs Steve that he would like gravel and cold patch used on the area. Art then requests from Steve a list of roads to be worked on over the summer, by priority. The Commissioners will then review the list prior to work being done. Steve mentions that the far end of Eidelweiss Drive should be stripped down and rebuilt. Some areas may also need geo-textile fabric to be used. Art will look for the list from Steve following mud season. Steve mentions that St. Moritz and Upper Lakeview are bad areas. He is reminded the voters of the District turned down the project that would have fixed St. Moritz. Art questions if some of the worst areas of pavement could be removed. Steve reports that this could be done.

Mike Smith states that he would also like a list of roads for crack sealing and ditching. He reminds Steve that the culvert on Eidelweiss Drive still needs to be replaced.

## **5. Appearances**

Dinah Reiss (Treasurer), has joined the meeting to have the Commissioners sign the signature cards for the bank accounts. Cards are signed and returned to Dinah.

Ed Foley has joined the meeting to request the backing of the Commissioners to change the classification of Grachen Drive Extension from Class VI to Class V. Ed outlines that the road was built to Class V specifications. The road is approximately 400' in length. Ed also outlines the issues with water flow throughout the area. Gloria Aspinall states that this can be done through petition. Ed states that it may also be placed on the warrant by the Commissioners. Whichever route, petition or recommendation by the Board, it would be put to the voters on the 2011 Warrant. Art Tucker questions Ed on the maintenance of the road. Ed states that it has been maintained to spec. Grandval Way and Burgdorf Road are also mentioned as Class VI roads that were built to and maintained to Class V specifications. Ed realizes that requests for classification changes for these roads should be made by a resident on

those roads. He requests a review of Grachen Drive Extension.

Ed discusses the ever increasing costs of operation for the District. He states that previously, the DPW read the water meters in the morning, and now someone else is paid to do that. He also discusses that advisory boards have historically always been on a volunteer basis and the District now pays the Water Advisory Board. Ed believes that the DPW should be doing the meter readings. Mike Smith informs Ed that with the passing of the warrant article for the SCADA system, the District will be moving away from paying additional persons to read the meters daily. This will reduce costs next year. Ed mentions the flag area and states that the rock should be able to be moved by the DPW as it was originally placed by them. He questions the status of lighting for the flag. Gloria Aspinall states that her preference would be to move the rock to the flag. She informs Ed that the electrician will be in this week and he has been asked to review the area to see if an electric light could be installed. She discusses the information received from Conway in regards to difficulty with solar lights; on a cloudy or rainy day there is not enough charge received to light the flag properly overnight. The cost of installing electricity to the flag will be reviewed once available from the electrician. Ed is informed that the warranty on the flag required professional installation, but that a volunteer effort could be checked into to move the rock.

Rick Verrocchi has joined the meeting to request a review of (old number) F-46. He states that he believes that a water hook up has already been paid for the lot. The file will be pulled and this will be checked into.

## **6. Commissioners Reports**

Mike Smith requests that Gloria Aspinall handle Administrative issues with Mike as back up. Administration was not assigned last week.

Mike states that he would like to re-appoint the Water Advisory Board in it's entirety. **Gloria Aspinall makes a motion to re-appoint the Water Advisory Board in it's entirety, Art Tucker seconds the motion and the motion passed unanimously.** Mike has obtained an estimate of \$9,000 for the as built drawings to be produced. He states that he feels this is a good price and the way to best proceed. Mike discusses the need for certain upgrades to be done to the pump houses prior to the installation of the SCADA system. Mike would like to allow Scott Hayes to purchase the required equipment upon receipt of engineering approval with the goal of installing the SCADA system in June. Gloria Aspinall suggests that this issue be revisited once approval of the items has been received. Mike completes his report with a request for notification of approval of the SCADA system be sent.

Gloria Aspinall begins her report with the information that the auditors will be coming in to begin the 2009 audit. She has also been reviewing and gathering information from other local municipalities in regards to beach parking passes. This will require a Public Hearing to update the Beach Ordinance. She will continue gathering information and this issue will be discussed further.

Gloria states she has reviewed the information on the Ford F-550 and shares the folder

with Art Tucker for review.

Gloria discusses payment for the Supervisors of the Checklist. They worked very hard at the annual meeting and were there until the end. \$100 is discussed. **Gloria makes a motion to pay \$100 each to the Supervisors of the Checklist, Art Tucker seconds the motion and the motion passed unanimously.**

Gloria finalizes her report with the information that updated pictures of the Coleman Tower Site have been obtained and forwarded to Attorney Dan Crean for review of compliance with the Settlement Agreement.

Art Tucker reports that he has viewed Grandval Way in response to the complaint of damage received by a resident. He states that the contractor had already filled in the area prior to his review. This should be all set. He states that he also reviewed all information available in regards to the incident on Oak Ridge Road during the last storm. He spoke to all parties involved and has determined the delay was secondary to the difficulty with the equipment experienced during that storm. He continues with the information that the contractor has corrected the issues with the salt shed door. The check will be released. Also, he noticed that one corner of the salt shed appears that it may be settling. The Bond has been checked and is in force for a year, should a claim need to be filed. He is also looking into information for combination door locks on the equipment building as well as watching the fuel usage for the heat.

Art states that he has separated District information from personal information. He requests reimbursement for a filing cabinet and phone that he will use for District business only. Art turns in receipts for reimbursement.

Gloria Aspinall adds that she has requested information about the location and style of all street lights within the District from PSNH.

Mike Smith adds that he would like to do monthly budget reviews.

Art Tucker states that he has an appointment next Monday and will not be able to attend. Gloria Aspinall and Mike Smith will meet.

## **7. Signature Items**

Updated Notification of Award for Glen Builders on the Jung Frau to Reinach Forced Main Water Line and updated contract documents are signed.

## **8. Correspondence**

DES has announced April 30<sup>th</sup> as the date for the 2010 Drinking Water Source Protection Workshop. Mike Smith, Art Tucker and Nancy Cole will attend. Members of the Water Advisory Board will be invited to attend as well.

Attorney Laura Spector is awaiting approval of the indemnification wording from the proposed buyer for the tennis court lot. She will notify the Commissioners upon receipt.

## **9. Administration**

Jay Buckley has declined the position of Moderator. Peter Craugh's appointment to the position remains in force. Peter has been notified.

The payroll report is reviewed and signed.

The auditors will be in this week, Monday and Tuesday at least, to begin working the 2009 audit.

**At 10:55am Gloria Aspinall makes a motion to adjourn the meeting, Art Tucker seconds the motion and the motion passed unanimously.**

Respectfully submitted,

Nancy E. Cole  
Administrator