

**VILLAGE DISTRICT OF EIDELWEISS  
COMMISSIONERS MEETING**

**April 12, 2010**

The Board of Commissioners met on Monday, April 12<sup>th</sup>, 2010 in the District Office. Present were Commissioners Mike Smith, Gloria Aspinall and Art Tucker. Also present were Dinah Reiss(Treasurer) and Steve Pannone(Highway). The meeting was taped by videographer Tim Hughes.

**At 9:01 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**

3 items for a total of \$20,183.83. Of note is a \$20,000 transfer to the payroll account.

**3. Minutes**

The minutes of April 5 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 the last week's activity. The grader chains were removed. Grachen Drive was graded. A washout on Appenval was fixed. Photos of the damaged area were received from Mark Graffam and reviewed. Art Tucker comments that the work done on the area was done well. Steve Pannone continues with the information that once the backhoe is in service, a ditch line will be established in the area. The road is currently stable. Ledge pack will be added to the shoulder of the road once a ditch line is established. Pictures were also received of other areas throughout the District requiring attention. One was of water flow on Eidelweiss Drive. Steve reports that the road will need to be raised in that area, it has worn down with grading and normal traffic flow. The water will be kept back when the road is raised. Art Tucker confirms that the best way to keep the area dry is by raising the road, as there is no where else to direct the water for drainage. Steve Pannone continues by reporting that the playground fence bolts have been checked and tightened. Little Shore, Middle Shore, Geneva, West Bergamo, Big Loop, Interlaken, Lucerne and the first half of Grisson have been graded and raked. The Duramax has been repaired. The Idler arm cost was \$280.00; a new one was not purchased. Repair was made using tape. The repairs on the back hoe are not complete as incorrect parts were shipped. Art Tucker states that he spoke with the mechanic yesterday and the parts are expected today. The back hoe should be back in operation on Friday. Grading and raking will continue

this week. Steve reports that with the rain on Friday, the grader was not used. Trash was picked up, the dam was checked, and the back hoe was worked on. The mechanic required extra assistance installing the gears, Joe Dickinson stayed for an extra two hours Friday afternoon to assist. Steve informs the Commissioners that the culvert on Big Loop is rotting at the bottom. The water is flowing around the culvert. This will need to be replaced. Steve suggests this be contracted out. One of the pictures forwarded by Mr. Graffam shows a weight limit sign that is owned by the State that is damaged. Gloria Aspinall asks Steve if there is a water line under or near the culvert at Big Loop. Scott Hayes will be asked for the location of the 8" line. Mike Smith asks Gloria and Art to look into this. Art Tucker mentions that the header for the culvert will also need to be properly built upon replacement. Due to the proximity to the pond, Paul Fluet, engineer, will be asked to view the location when he comes in to check the pump houses for their upgrades. Mike continues by adding that if it is too costly to do from the budget, it could be placed on the warrant for 2011. DES will most likely also need to get involved with the replacement. This will be checked out as well. Art Tucker addresses the playground area and run off throughout. He suggest an additional pipe be added to the area to direct overflow to the brook. Steve Pannone mentions the critical nature of pipe size, it must be large enough to handle the flow. Art asks if the culvert is rotting or undersized; Mike Smith states that culvert needs to be replaced. Art Tucker states he will review the area. The question of an overflow pipe may need to be addressed by the engineer. Mike Smith cautions that with the changes to the DES regulations, the engineer should be involved. Steve Pannone continues with the information that the loons are in and questions putting a board back into the dam. Mike informs Steve to put at least one board back in; Gloria Aspinall adds that at least one should remain out. Steve will place at least one, two if needed. Art Tucker questions if the area around the dam is blocked off and is informed that the District has no jurisdiction in the water. Art adds that he has noticed logs at the grate; which was the basis of the question. Steve responds that he does not go over the edge of the dam into the water for safety reasons. Mike Smith confirms that Steve should not go. Gloria Aspinall mentions that correspondence has been received from DES and the dam is scheduled for inspection this summer. The sleuth way needs to be cleared 10' from the outlet. David Rowe will be asked to handle this. Steve Pannone adds that he has noticed logs being put into ditch lines were the PSNH contracted crews are cutting. Mike Smith states a letter will be sent, one to PSNH, one to Asplundh Tree, to keep the logs, branches and wood chips out of the ditches and to address damage done to Oak Ridge Road. The letter shall include photos. **Mike Smith makes a motion to send the letters, cc to the other, Art Tucker seconds the motion and the motion passed.** Art Tucker informs Steve that the cleaning of the back of the DPW lot looks good. The loam at the equipment garage is discussed. Steve reports that he is gathering information on potential screening. The rocks could be used for a wall on Diessbach. Mike Smith mentions that the road work being done is going good. He would like to get the crack sealing and ditching underway. He suggests beginning the crack sealing next week, 4-19; and the begin the ditching 5-3. Gloria Aspinall is asked to coordinate the crack sealing and Art Tucker is asked to coordinate the ditching. Gloria adds that crack sealing does not start until around 10am to allow the roads to dry and warm. This allows time in the morning for sweeping of the roads directly prior to sealing. Art Tucker states that he has received price estimates of between \$55K to \$60K for a new bobcat. This is too expensive. It is believed there is a used one available through MB Tractor.

This will be looked into. Steve Pannone questions the timing of ditching. He suggests later summer to begin so as to not need to clean the ditches of leaves again come fall. Mike Smith responds that with the amount of ditching needed, it will take all summer. There will not be enough time to properly get the job done if it is pushed off to the fall. Culverts can be blown out in the fall if necessary. Mike questions if street painting should also be looked into. This had previously been done by Jay Buckley. This will be looked into, possibly for next year. Gloria Aspinall states that the lock boxes for the keys are here. Keys are to be put into the box every night. Highway Dept personnel will be given the combination. Gloria will also make sure the office has a duplicate of all keys for equipment owned by the District.

## 5. Appearances

Dinah Reiss, Treasurer, has joined the meeting to discuss the financing options for the Jung Frau project. She states that she is cautiously optimistic that one of the smaller banks will write the bond. There are two smaller banks, Laconia Savings and Colbrook Savings that are looking to obtain municipal customers. David Barnes, the bond attorney, gave an unfavorable opinion on the bond secondary to the 50/50 funding. This prompted the final denial from NH Bond Bank. Without a favorable opinion, they would not be able to sell the bond. Mike Smith outlines that a back up plan is being reviewed to cover the water funded 50%. The general obligation half would still need to be funded. The bank options will be reviewed prior to any decisions. Most desirable option would be a bond for the entire amount. Dinah continues by informing the Commissioners the steps she is taking in her attempts to secure the funding. She has been working with Nancy Cole to secure the necessary documents; financial statements, authority to borrow; water budgets.

Dinah discusses an upcoming seminar being held at the Red Jacket in North Conway. She believes she will be attending through her employer and suggests that Nancy Cole attend with her. This two day seminar is the NH Government Finance Officers Association's Annual meeting. **Mike Smith makes a motion to have Dinah Reiss and Nancy Cole attend, Gloria Aspinall seconds the motion and the motion passed.** Dinah will confirm with her employer if they are funding her attendance and advise.

Dinah discusses the existing bond status. The Oak Ridge Bond is in year 5, half way through, and 2/3 of all interest has been paid. It would not be beneficial financially to pay this bond off early as no real savings would result.

## 6. Commissioners Reports

Mike Smith discusses funding options for the Jung Frau to Reinach Forced Main Water Project should the banks deny the bond. RSA 38:28 allows the Commissioners to set the water rate. Secondary to that, he would like to use the monies allowable from the Water Extension Fund and Water System Capital Reserve Fund with the remaining to be added to the water bills. As this would pay the water user 50% funding in full, there would be no additional charges to the water rate in upcoming years. This would be a one time rate hit only. Last year, the water rates included 7% for increased administrative fees; which he proposes to reduce to 3.5% this year. With that, the

water rate will remain about the same as last year. Gloria Aspinall asks Mike if funding internally is the primary plan and Mike clarifies that it is a back up option should the financing not be obtainable. Information on this possible back up plan will be given to Dinah Reiss as she looks at options. Mike continues with the information that the SCADA system is moving along. Paul Fluet(engineer) will be discussing the Reinach Tank proposal with Rick Skarinka of DES this week. Paul will also be asked for the status of the water hook up request for 8 Grandval. He questions the status of the information for Attorney Dan Crean about the telephone pole and is informed that information has been requested as to the issuance of any permits or licenses for the pole through Madison. Once the answer is received, it will be forwarded to Attorney Crean. The status of the sale of the Tennis Court Lot is requested. Attorney Laura Spector has sent the proposed wording as approved by the Commissioners to the proposed buyer and his attorney for review. A follow up will be requested. Ed Foley has requested an additional review by the Board of Jung Frau and Aspen water run off and the effect on his property. Mike states that this should be done. The Board will recess and reconvene at the Jung Frau pump station for review. The information will be summarized in a letter to Mr. Foley. Mike finishes his report with the information to mark for review the dollar amount the Board would like to use as an offset to the tax rate. In 2009 the Board authorized \$50,000 to offset.

Gloria Aspinall outlines the meeting Saturday in which she, Art Tucker, and Linda Tucker drove the District roads and reviewed the street lights. Art Tucker has suggested that the first street light, corner of Huttwil, be removed as there are lights on the other side of the lot at the mailboxes. A light specific for the bulletin board could be used in that area as the street light does not allow the board to be read at night. Both Gloria and Art would like to have the light across from the new equipment garage removed as there are lights on the new building. The street light at the bottom of Oak Ridge Road will be recommended for replacement with a spot light to illuminate the Flag. No other street lights are discussed for removal/alteration. The others will be upgraded to High Pressure Sodium as voted at the annual meeting. Gloria states she met with members of the EPOA on Sunday. They would like a couple of loads of the loam, once screened, to place in the area of the Flag. Once the loam is added, they would like the rock monument moved to the other side of the flagpole. Moving the star was mentioned, but the base is very thick and it would be difficult to move. Gloria suggests that the EPOA be contacted prior to moving to allow them the option of having a representative present when the work is done. Art Tucker adds that he will follow up on the screening opportunity for the debris. Gloria Aspinall finishes her report with a request that an extension ladder be obtained, rented or purchased, so that the windows in the office can be cleaned and the screens put into place. The cost to rent a ladder is \$10 per half day; the cost to purchase is \$275. **Mike Smith makes a motion to purchase an extension ladder, Gloria Aspinall seconds the motion and the motion passed.**

Art Tucker reports that information on bobcats is being obtained for review.

## **7. Signature Items**

A thank you letter is signed for Mr. Dave Bernier for his presentation to the WAB.

A letter to the owners of Map 101, Lot 37 correcting the physical address to 10 Upper Lakeview Drive is signed. Owners were originally informed the house # would be 11.

## **8. Correspondence**

Two payments were received for the Coleman Tower Site: the 2009 annual payment not previously received and a partial payment for the updates at the site.

Treasurer Dinah Reiss signed a letter to the Trustees of the Trust Funds for removal of the Public Works Capital Reserve Fund as voted in Article 9 at the annual meeting. Copies are distributed for the record.

A thank you from the NE Handicapped Ski Fund for the donation in memory of Maureen Ingram was received.

LGC, the property insurer for the District, has sent notification that all District properties will be assessed this year. The auditors have been informed and will be sent a copy of the valuations when received.

An e-mail from Melissa Arias, Administrator for Madison, confirming the address correction on Map 101, Lot 37 was received.

An outline of the procedure being used by Madison for review and removal of the street lights as recommended by the Selectmen was received. It is recommended the Commissioners follow the same procedure. Street lights to be removed should be marked and a Public Hearing to discuss the matter should be held. It is suggested this Public Hearing be held during evening hours.

Enrollment confirmation for the DES seminar April 30 was received.

The agenda for the Government Finance officers meeting was reviewed.

DES notification of inspection for the dam was received.

## **9. Administration**

First quarter water usage report is reviewed.

Operations/Highway Budget expenditures for the first quarter are reviewed. Water Budget expenditures for the first quarter are reviewed.

RSA 669:7 is reviewed. This RSA outlines Statutory Incompatibility of Offices. It is outlined that having two Commissioners on the Water Advisory Board is incompatible as they sit in judgement over their own recommendations. Mike Smith discusses difficulty in filling a vacancy on the WAB and would like a legal review. The issue will be sent to the LGC legal inquiry hotline for recommendation.

Discussion turns to a request for supplies submitted by Art Tucker. Gloria Aspinall discusses that the obtaining of supplies for home equipment for a Commissioner has not previously been done by the District. Mike Smith informs Art that most of the printing should be done by the office. The office will print and make copies as necessary. Art states that he does most of his printing in the evening hours, and that he did quite a bit of printing for the salt shed project last summer. Mike Smith responds that the contingency payment is to cover those expenses. Art Tucker states he is trying to obtain a proper set up, keeping all District information separate from his personal. Gloria Aspinall adds that over the years, it has cost money to be a Commissioner. Mike Smith questions Art Tucker on the approximate dollar amount of supplies requested, and is informed around \$50. Mike informs Art to do as much printing, copying, etc. through the office as possible and that any additional supply requests will have to be brought to a Commissioner's meeting for authorization prior to purchase. Mike Smith makes a motion to allow up to \$50 for the supplies requested, Gloria Aspinall seconds the motion and the motion passed.

#### **Site Review:**

The Commissioners met at the Jung Frau pump station with Mr. Ed Foley. Mr. Foley requested this visit as he feels the lot on Grachen Extension is receiving water flowing from Jung Frau. The Jung Frau culvert is viewed and is dry. No evidence of significant water flow is observed at the outlet of the culvert, which is above the lot Mr. Foley owns. The lot on which the construction is occurring is viewed and is still wet despite the lack of water coming from above. It is thought this is ground water, not run off. Art Tucker explains to Mr. Foley that the culverts on Aspen are also dry at this time, furthering the Board's position that the water is not run off. Mike Smith states that this will be discussed further at next week's meeting. A letter will be formulated to Mr. Foley.

**At 11:20 Gloria Aspinall makes a motion to recess the meeting and reconvene at the Jung Frau pump house. Art Tucker seconds the motion and the motion passed. Site visit completed and at 11:45 Mike Smith makes a motion to recess the meeting until 5pm, Gloria Aspinall seconds the motion and the motion passed.**

Respectfully submitted,

Nancy E. Cole  
Administrator