

**VILLAGE DISTRICT OF EIDELWEISS
COMMISSIONERS MEETING**

June 21, 2010

The Board of Commissioners met on Monday, June 21st, 2010 in the District Office. Present were Commissioners Mike Smith, Gloria Aspinall, and Art Tucker. Also present was Peter Craugh. 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

30 items for a total of \$11,025.82.

3. Minutes

The minutes of June 4 were reviewed. Art Tucker updates wording relating to his presentation. **Art Tucker makes a motion to accept the minutes as amended, Gloria Aspinall seconds the motion and the motion passed.**

The minutes of June 14 were reviewed. Art Tucker adds wording to the correspondence section. **Art Tucker makes a motion to accept the minutes as amended, Gloria Aspinall seconds the motion and the motion passed.**

The summary of the meeting for the SCADA install on June 15 was reviewed. **Gloria Aspinall makes a motion to accept as presented, Art Tucker seconds the motion and the motion passed.**

4. Highway Department

Art Tucker reports that he will be meeting with Wendell Dicey on Wednesday. Mike Smith recommends that Art handle the weekly report so as to not require the Foreman to be tied up in a meeting every Monday morning. Art adds that Wendell could deliver reports briefly in summary format. Details will be handled by Art on the day to day as needed.

5. Appearances

Peter Craugh states he will need the key to the salt shed. He will replace the locks with combination locks. Mike Smith asks Peter if he has met with Scott Hayes (water operator) and Dominic Carelli (SCADA install). Peter reports that he met with Dominic

last week. Peter suggests the purchase of a refurbished Windows XP machine as that is the best operating system for the SCADA software. He states these can be purchased for approximately \$200 through the Staples website. Mike Smith states that if this is the best way to proceed so as to protect the system, then a computer should be purchased. **Gloria Aspinall makes a motion to purchase a computer for the SCADA system to run on, Art Tucker seconds the motion and the motion passed.** Mike Smith questions if the new computer could be set to run other aspects of the water system as well, such as a CAD system for the “as built” drawings. Peter Craugh advises Mike that the new system will not run CAD, it is on the current system.

At 10am Glen Builders representatives Bob Simonds and Dave Miller join the meeting. Mike Smith requests an update on the leak in the equipment garage and is informed it is believed to be corrected. He then requests a status of the estimate for repairs to the damaged panels and Bob Simonds delivers it. This will be sent to the insurance company for review and adjudication. Mike Smith informs Bob Simonds to proceed with the fixing of the panels. It is discussed that extra panels still on site can be used to reduce cost. The light must be removed and then replaced once work is complete. Glen will forward a revised estimate which includes electrical work. The updated estimate will be sent to the insurance carrier. Discussion turns to the salt shed. Bergeron is engineering the soil and foundation. The report should be ready by mid-July. Mike Smith asks if the time line could be accelerated as the salt shed issues need resolution prior to determination of the contract status for the Jung Frau to Reinach line, receipt for July 2 is requested. Glen Builders will notify. On the structure itself, Bob Simonds outlines that the engineer of record is not reachable. Phones are disconnected. One person that was reached and questioned as to the location of the engineer of record stated he has left the engineering field. Dave Miller adds that he has spoken to the contractor that installed the building and was informed that the size of the structure installed in Eidelweiss has not had failures. One source of possible failure is the connection to the foundation of the Cover-All building. Bob Simonds outlines a proposal to the Commissioners: Glen will supply the engineering stamp that the soil and foundation are suitable as previously discussed. Glen will credit the District with money still owed by Glen to the Cover-All contractors. The District would be responsible to pay for the structural engineering of the building beyond the approximate \$6,000 that Glen would contribute. Mike Smith requests an estimate for the engineering. Once the dollars are known, additional discussion can be held. Mike adds that the insurance company and attorney will also be reviewing. Bob Simonds states that he believes Glen Builders has satisfied their portion of the contract and would like the retainage amount released. Mike Smith requests Glen return next Monday with the numbers.

6. Commissioners Reports

Mike Smith reports on the SCADA system install. The details have been worked out and the contract was signed. Mike then discusses the ongoing issues with the salt shed. He has established a time line to put the Jung Frau to Reinach Forced Main Water project back out to bid. Attorney Dan Crean and LGC will be notified of the current status. The Water Advisory Board met last Monday night. The pre-application for the State Revolving Fund has been completed. This includes the pump house

upgrades, Reinach Tank replacement, lower Oak Ridge Road (including lower St. Moritz) and upper Oak Ridge Road. 1.5 million is the requested loan amount at a 20 yr. term. Art Tucker questions the interest rate and Mike responds that the State sets that annually. Gloria Aspinall questions if the projects would have to be completed within two years. Mike Smith states he believes it can be done. The pump houses and Reinach tank could be done in one year and lower and upper Oak Ridge the next. Art Tucker states that the required information, bid specifications and plans would need to be worked on quickly to be prepared. Gloria Aspinall questions if this loan would be just for the water system and Mike Smith responds yes; this does not include paving or road work. Peter Craugh questions if the contingency allowance should be raised to 15% and is informed the State limit is 10%. Art questions if there is a maximum dollar amount that can be requested and is informed there is no cap on project costs. Mike Smith continues with the update that the Water Advisory Board's next meeting will be coordinated with the visit from DES. The Water Advisory Board also suggested a protocol for the SCADA system that has the alarms come to the office during office hours and direct to Scott Hayes at other times. Scott would then begin investigating the alarm. Gloria Aspinall and Art Tucker agree that including the answering service is unnecessary. Peter Craugh questions if a log of all alarms would still exist if not logged by the answering service and Mike Smith responds that an alarm log is beyond the basic protocol for response. **Gloria Aspinall makes a motion to establish the protocol for alarms to go to the office during hours and to Scott Hayes at other times. Art Tucker seconds the motion and the motion passed.** Mike asks Gloria if a board can be put into the dam, as the water level is low. Gloria advises that there is only one board out and it is normally left in that status for the summer. Mike requests the board be put in. Wendell Dicey will be asked to handle. Mike requests the planning board drawings for the plantings at the Coleman Tower Site be reviewed for compliance. Payments are also being checked for compliance with the agreements. Peter Craugh adds that the assessed value of the Coleman Tower Site has gone down with the 2010 updates. He advises that Madison may need to be notified to check the information.

Gloria Aspinall reports that she is working on the Middle Shore specifications for the paving project and road work. The road has been staked out. Location of water pipes will be added. Art Tucker states the initial proposal looks good. He will review and update any contract language to be used. Gloria continues with the information that three picnic tables were purchased this week. The EPOA has stated they will build additional canoe racks. Gloria checked the beaches to see where most of the canoes were located. Geneva Beach needs a rack and Porridge Shore Beach needs one. The EPOA will be notified. Art Tucker questions if there is room at Geneva Beach and is informed that there is room behind the existing rack.

Art Tucker reports that the lots across from 6 Presidential View have been cleared in violation of the zoning ordinance. He would like to have a letter sent to Bob Babine, Building Inspector, to notify the owners to comply with the zoning ordinance by replacing vegetation on the lot. **Gloria Aspinall makes a motion to send a letter notifying Bob Babine, Art Tucker seconds the motion and the motion passed.**

7. Signature Items

A letter to PSNH for establishment of the work order to update the street lights is signed.

A letter confirming duplex status for the owner of 37 Eidelweiss Drive is signed.

A letter confirming compliance with conditions on the Driveway Permit for Operation is signed for 35 Bristenstock.

8. Correspondence

Confirmation from Scott Hayes(water operator) that the repair of the Jung Frau leak is scheduled for Tuesday was received.

The EPOA has requested permission to replace the fixtures (toilets, sinks w/vanities, faucets) in the Lodge bathrooms. Permission granted, the EPOA will be notified.

9. Administration

Primex Risk Manager David Witham has sent a letter outlining the results of his review of the accident with the tar machine. He has made recommendations for additional Personal Protective Equipment to be used when operating the machine. These have been put into place for not only the tar machine, but also for when transferring fuel or magnesium chloride. The PPE included long sleeve shirt, gloves with wristlets, hard hat with face shield and a portable eye wash station to be available. Safety information is being updated.

Water testing results for June are received and in compliance.

Sodium and Chloride level testing for June has been received. DPW well shows an increase in sodium over May results. Chloride results are stable. All results are within compliance of recommended levels.

At 10:25am, discussion turns to remaining business. Art Tucker discusses that during the open forum, the estimated dollars for the projects was calculated to be 2.4 million. He outlines the summary of the work needed and dollar amounts that will need to be raised to "keep the District from bankruptcy". He states that he believes a funding plan should be priority. Mike Smith informs Art that his comments are alarmist and not accurately based on facts. One open forum was held, another is scheduled, and further discussion will not take place until after the second meeting; September 4, 2010.

At 10:35am Art Tucker makes a motion to adjourn the meeting, Gloria Aspinall seconds the motion and the motion passed.

Respectfully submitted,
Nancy E. Cole
Administrator