

**TOWN OF EATON  
PLANNING BOARD  
January 16, 2013**

The Planning Board held their regular meeting on Wednesday, January 16, 2013. Present were Chairman Paul Savchick, Peter Klose, Aaron Blake, Lee Stack, Frank Holmes and Dennis Sullivan. The meeting was called to order at 7:10 pm.

The Minutes for the meeting of November 14, 2012 were accepted as written.

Paul Savchick stated that the Conservation Commission met with Mark Lucy of White Mountain Survey and Phil Steel regarding the water issues at Camp Waukeela. Paul Savchick explained that according to Mark Lucy the issue is that flooding occurs from two different directions and that the logical solution would be to re-channel Snow Brook which would be virtually impossible to permit. Paul Savchick stated that an alternate solution would be to install several culverts between the Camp and Town beaches, which is not possible unless Brownfield Road is raised. Paul Savchick stated that a more viable solution will still be sought and that meetings with State representatives will be held to further discuss the issues.

**PUBLIC HEARING - ZONING ORDINANCE AMENDMENTS**

Paul Savchick opened the Public Hearing on the proposed Zoning Ordinance amendments at 7:15 pm and read the proposed revisions and additions regarding accessory buildings. Rick Young explained that the Selectmen requested this amendment which will allow them to issue a permit for an accessory building prior to construction of a residence. Paul Savchick read the proposed additions regarding accessory dwelling units.

Ken McKenzie stated that in the accessory building section, it refers to residential use which is not defined within the Zoning Ordinance and that he had difficulty understanding the intent. Aaron Blake stated that the intent was that if the use changed from an accessory use to a dwelling unit, it would require a permit. It was the unanimous consensus of the Board to change the wording under section Q from "residential use" to "dwelling unit."

Rick Young stated that the intent of this proposal is to permit a small unit such as an "in-law apartment." Ken McKenzie stated that "exclusive" is ambiguous. In response to Ken McKenzie's concern, Rick Young explained and gave an example of the main use of a garage being to park cars and not a small apartment that may be upstairs.

There being no further questions or discussion, Paul Savchick closed the Public Hearing at 7:40 pm.

## **PUBLIC HEARING - BUTTERMILK HOLLOW ASSOCIATION**

Paul Savchick opened the Public Hearing for Buttermilk Hollow Association (Donald & Patricia Philbrick, Barry & Diane Portnoy, Paul & Elaine Hennigan, Franklin & Priscilla Hundley and Stanley & Theresa Dudrick) for a Boundary Line Adjustment for properties located on Crystal Lake Road at 7:42 pm and read the hearing notice.

All notices required by statute had been posted, fees paid and abutters notified. One letter from Ken McKenzie was received, which was distributed to Board members and applicant.

***Frank Holmes made a motion, seconded by Lee Stack to accept the application as complete. Motion unanimously carried.***

David Douglass explained that the plan is to relocate the right-of-way to the existing roadway and to adjust the property boundaries accordingly. Peter Klose questioned the resolution on the cul-de-sac. David Douglass stated that the cul-de-sac was not constructed in the approved location and noted that the plan depicts the actual location.

Paul Savchick read Ken McKenzie's letter to the Board. Lee Stack stated that it is his understanding that all property owners were in agreement with the proposed road, Betterment Assessment and have signed an agreement to move forward. Ken McKenzie stated that nothing is finalized until the Town voters vote on taking over the road. Paul Savchick noted that approval could be conditional on the Town voters accepting the road, giving the Selectmen authority to layout the road and approving funds.

Frank Holmes stated that if the Town does not accept the road, the property owners still need to correct their deeds. Ken McKenzie stated that if the Town does not accept the road, approval of this plan would give the Association the right to move the road to which he has the deeded right to travel. Ken McKenzie stated that at the present time his deeded right of way is blocked. Dennis Sullivan questioned the right-of-way if the Town does accept the road. Ken McKenzie stated that he will give up his right-of-way if the Town votes to take the road. Paul Hennigan stated that no one is being denied access and that the property owners are merely trying to establish the correct boundaries of their lots. Don Philbrick stated that all of the Association members purchased their property in good faith and that there were no issues until the incorrect road location was discovered and the Association began corrective measures.

Paul Savchick stated that Board approval must be contingent on the Town accepting the road. David Douglass stated that approval of this plan is necessary for owners to sell their property. Ken McKenzie stated that properties can be sold if the road is put back into the approved location and that approval of this plan relocates the road outside of the deeded location. Ken McKenzie stated that approval without the Town taking over the road would mean he would have to fight every property owner to remove the obstructions from his right-of-way and that it would cause legal issues for both the property owners and the Town. Lee Stack stated that if the Town takes over the road, it becomes public property and the right-of-way issues are removed. Ken McKenzie stated that the Town cannot take his right-of-way without compensation and noted that the Planning Board previously denied moving the road.

Paul Savchick stated that the Selectmen are asking voters for funding and authority to move forward on this road issue and explained that the Town will not upgrade the road without deeds to the right-of-way. Ken McKenzie stated that if the voters approve the road, then all conditions are met and the Planning Board can approve the plan. Paul Savchick stated that in order to proceed, the properties need to be reconfigured and new deeds drawn up. Atty. Tom Dewhurst stated that deeds cannot be drawn up until the plan has been approved and recorded. Rick Young stated that there will be two articles on the Warrant to authorize layout and funding for the road and explained that once the approval is given, the Association will have to deed the 50-foot right-of-way to the Town. Atty. Dewhurst stated that the new deeds cannot be put together until after Town Meeting and that there should be some type of agreement stating that if all conditions are met, everyone will cooperate fully to complete the process.

Paul Savchick stated that approval of the boundary line adjustment could be conditional upon drafting of a memo of understanding to be signed by all affected parties stating that approval is contingent on the Town authorizing layout of the road, funding for upgrades and acceptance of the road. Ken McKenzie stated that he would be willing to sign an agreement listing all the conditions but is not willing to give up his right-of-way.

Don Philbrick stated that the cul-de-sac relocation is based on the agreement between all parties that due to the slopes, it cannot be built at the required 100-feet. Rick Young stated that the deeded right-of-way would be 100-feet but the traveled way will be smaller.

Paul Savchick stated that the possible conditions of approval could be: Town acceptance of the road, approval of the layout, approval of funding, acceptance of deeds for the road, betterment assessments being assessed and a memo of understanding. Paul Savchick polled the Board on which conditions should be included in the approval. Lee Stack stated that the Town will not take over the road unless the other conditions are met.

There being no further discussion or questions, ***Peter Klose made a motion, seconded by Dennis Sullivan, to approve the Boundary Line Adjustment for Buttermilk Hollow Association contingent upon Town acceptance of Crystal Lake Road as laid out upon the submitted plan as a Town road. Motion unanimously carried.***

Paul Savchick closed the Public Hearing at 8:55 pm.

***Lee Stack made a motion, seconded by Aaron Blake, to adjourn the meeting. Motion unanimously carried.*** The meeting was adjourned at 9:03 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON  
PLANNING BOARD  
May 15, 2013**

The Planning Board held their regular meeting on Wednesday, May 15, 2013. Present were Chairman Paul Savchick, Dennis Sullivan, Frank Holmes, Peter Klose and Don Bacich. Also present was David Maudsley. The meeting was called to order at 7:02 pm.

The Board reviewed the Minutes of January 16, 2013. ***Frank Holmes made a motion, seconded by Peter Klose, to accept the Minutes as written. Motion passed unanimously.***

Don Bacich gave an update on the Conway Transfer Station and noted that the attendant building is up and that there will be an electronic fence to control traffic. Don Bacich gave an overview of the Regional Collaboration meeting and noted that the next meeting will be held on June 25<sup>th</sup>.

Paul Savchick gave an update on the Conservation Commission and stated that grant funds are being sought for work on the Foss Mountain trails. Paul Savchick explained that there will be a timber sale in the area of Brooks Pasture and that the Commission is reviewing possible log landing sites which could allow for additional parking at the trails.

Paul Savchick explained that Buttermilk Hollow Association will be submitting an updated plan to the Board to show corrected information, such as the road name to the Blue's property and ownership of property near the cul-de-sac.

**Master Plan**

David Maudsley submitted the draft Natural Resources chapter for review and discussion. It was noted that the narrative on the inventory of natural resources is to be put together by the Conservation Commission. It was the consensus of the Board that the objectives pertaining to swim lessons and recreation programs should be moved to the Recreation Chapter.

***Dennis Sullivan made a motion, seconded by Frank Holmes, to adjourn the meeting. Motion unanimously carried.*** The meeting was adjourned at 8:19 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON  
PLANNING BOARD  
June 19, 2013**

The Planning Board held their regular meeting on Wednesday, June 19, 2013. Present were Chairman Paul Savchick, Dennis Sullivan, Lee Stack and Don Bacich. Also present was David Maudsley. The meeting was called to order at 7:00 pm.

The Board reviewed the Minutes of May 15, 2013. ***Dennis Sullivan made a motion, seconded by Lee Stack, to accept the Minutes as amended. Motion passed unanimously.***

Don Bacich explained that the Town is assisting with a broadband verification project for North Country Council which will map where DSL and cable are available in the Town.

Don Bacich gave an overview of the current use update project and noted that residents will be asked to update their maps and monument the current use areas by September 1<sup>st</sup>.

Don Bacich noted that the next MWW Regional Collaboration meeting will be held on Tuesday, June 25<sup>th</sup>, at the White Mountain Hotel.

Paul Savchick gave an update on the timber sale near Brooks Pasture and explained that the log landing will be converted to a parking area for the Foss Mountain trail. Paul Savchick noted that the timber sale proceeds, along with \$5000 received from the Davis Conservation Foundation grant, will be used for the Foss Mountain trail project.

Paul Savchick explained that USVLT and FB Environmental will be presenting the results of the build-out analysis at the July 17<sup>th</sup> Planning Board meeting and that the Conservation Commission, Selectmen and Zoning Board members will be invited to the presentation.

**Buttermilk Hollow Association**

Paul Savchick explained that a revised site plan for the Buttermilk Hollow Association boundary line adjustment has been submitted and noted that the revisions include: naming the right of way to the Blue's property as Alaya Lane and a few distances on the right of way section of the plan.

***Lee Stack made a motion, seconded by Dennis Sullivan, that subject to further inspection of the submitted plans by the Planning Board and there being no errors or omissions, to accept the revised plans (Dwg 10-46, last revised 5/2/13), thereby continuing the same conditional approval as granted at the January 16, 2013 Public Hearing. Motion unanimously carried.***

It was requested that Atty. Mike Brooks be notified of this motion so that work can continue on the property and road deeds.

## **Master Plan**

David Maudsley explained that the Master Plan does not cover topics such as: energy, self-sufficiency, food and low-income housing and questioned whether the Board wants to address these issues. David Maudsley also questioned whether communications/internet service is no longer an issue due to Fairpoint Communications' upgrades.

Dennis Sullivan noted that affordable housing has been addressed in that the Zoning Ordinance was amended to permit accessory apartments. It was also noted that low-income housing is not feasible in Eaton due to the lack of public transportation. The Board discussed energy conservation and stated that it is addressed through construction standards. A review of the town-owned lands showed that the properties are either wooded or blueberry fields and not conducive to farming.

***Dennis Sullivan made a motion, seconded by Lee Stack, to adjourn the meeting. Motion unanimously carried.*** The meeting was adjourned at 8:17 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON  
PLANNING BOARD  
July 17, 2013**

The Planning Board held their regular meeting on Wednesday, July 17, 2013. Present were Chairman Paul Savchick, Frank Holmes, Peter Klose and Don Bacich. The meeting was called to order at 7:00 pm.

**Public Hearing – Boundary Line Adjustment  
Heather Schwartz & Shirley Blue Revocable Trust**

At 7:01pm Paul Savchick opened the Public Hearing on an application from Heather Schwartz and Shirley Blue Revocable Trust for a Boundary Line Adjustment for properties location on Hatch Pond/Alaya Lane (Tax Map R04 Lots 002-A and 003). The applicants wish to exchange three parcels of land. Paul King represented the applicants.

All notices had been posted, all fees paid and abutters notified. No correspondence was received. ***Frank Holmes made a motion, seconded by Peter Klose, to accept the plan for consideration. Motion unanimously carried.***

Paul King gave an overview of the proposal and noted that three small areas of land are being swapped. Paul Savchick opened the hearing to the public. There being no questions or comments, Paul Savchick closed the Public Hearing at 7:10 pm. ***Peter Klose made a motion, seconded by Frank Holmes, to approve the plan as presented and to authorize Paul Savchick to sign the mylar and plans out of session. Motion unanimously carried.***

**Review of Minutes**

The Board reviewed the Minutes of June 19, 2013. ***Peter Klose made a motion, seconded by Frank Holmes, to accept the Minutes as written. Motion unanimously carried.***

**Conservation Commission Report**

Paul Savchick reported on the July 8<sup>th</sup> Commission meeting and noted that the blueberry management plan is currently being drafted.

Paul Savchick gave an overview of the current timber harvest around Brooks Pasture and the trail construction project. Paul Savchick stated that the log landing site will be turned into the trail parking lot once the timber harvest is complete. Nancy Burns questioned the condition of the current trail. Paul Savchick stated that the ground is eroding and that the intent is to put in drainage, cut brush and revamp the trail.

## **Joint Land Use Board Meeting**

At 7:25 pm Paul Savchick opened the joint meeting of the Planning and Zoning Boards, Selectmen and Conservation Commission. William Abbott of Upper Saco Valley Land Trust and Forrest Bell of FB Environmental gave a presentation on the build-out analysis. It was noted that the presented materials will be made available to the Town. The joint meeting was adjourned at 8:25 pm.

## **Other Business**

Faith Timberlake-Alves met with the Board and explained that she would like to convert her single-family dwelling into a duplex and is planning on submitting formal application for the August Board meeting. After much discussion regarding the septic system, Paul Savchick stated that the existing system needs to be certified that it is adequate for two dwelling units and then reviewed by the State.

The Board reviewed the proposed amendments to the Subdivision and Site Plan Regulations. ***Frank Holmes made a motion, seconded by Don Bacich, to accept the amendments and to hold a Public Hearing on July 31<sup>st</sup>. Motion unanimously carried.***

***Peter Klose made a motion, seconded by Don Bacich, to adjourn the meeting. Motion unanimously carried.*** The meeting was adjourned at 9:18 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON  
PLANNING BOARD  
July 31, 2013**

The Planning Board held a special meeting on Wednesday, July 31, 2013. Present were Peter Klose, Frank Holmes and Don Bacich. The meeting was called to order at 7:06 pm.

**PUBLIC HEARING - SITE PLAN AND SUBDIVISION AMENDMENTS**

Don Bacich opened the Public Hearing on the proposed Site Plan and Subdivision amendments at 7:07 pm and read the proposed revisions regarding special flood hazard areas. Don Bacich explained that these amendments are required in order for the Town to join the National Flood Insurance Program.

Chester Kunz noted that the amendments are to tie the FEMA requirements to the Town regulations for those properties within the floodplain.

There being no further questions or discussion, Don Bacich closed the Public Hearing at 7:17 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON  
PLANNING BOARD  
August 21, 2013**

The Planning Board held their regular meeting on Wednesday, August 21, 2013. Present were Chairman Paul Savchick, Frank Holmes, Lee Stack, Dennis Sullivan, Peter Klose and Don Bacich. The meeting was called to order at 7:06 pm.

**Review of Minutes**

The Board reviewed the Minutes of July 17, 2013. ***Lee Stack made a motion, seconded by Frank Holmes, to accept the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of July 31, 2013. ***Don Bacich made a motion, seconded by Frank Holmes, to accept the Minutes as written. Motion unanimously carried.***

**Subdivision/Site Plan Regulation Amendments**

The Board discussed the proposed amendments to the Subdivision and Site Plan Regulations. ***Don Bacich made a motion, seconded by Frank Holmes, to adopt the amendments as presented at the Public Hearing. Motion unanimously carried.***

**Selectmen's Report**

Don Bacich gave an update on the NFIP application status and stated that all required paperwork has been submitted to FEMA. David Maudsley recommended putting a notation on the FEMA maps indicating that the maps are not accurate.

Don Bacich explained that the Selectmen are updating the Cemetery Regulations to address the placement of additional markers due to cremations.

Don Bacich stated that the next MWV Coalition meeting is scheduled for September 10<sup>th</sup>.

Don Bacich gave an update on the Highway Department and stated that the Selectmen have authorized the lease/purchase of a new loader backhoe.

**Public Hearing – Site Plan Review**  
**The Estate of William Timberlake**

At 7:23pm Paul Savchick opened the Public Hearing on an application from The Estate of William H. Timberlake for Site Plan Review on 2351 Eaton Road (Tax Map U01 Lot 006). The applicant wishes to convert the existing single-family dwelling to a duplex.

All notices had been posted, all fees paid and abutters notified. No correspondence was received. Paul Savchick explained that the submitted site plan is an older plan presented to the Planning Board several years ago for a proposed museum, but is acceptable for this

application. ***Dennis Sullivan made a motion, seconded by Frank Holmes, to accept the application as complete. Motion unanimously carried.***

Faith Timberlake-Alves explained that the proposal is to clean out the candy-making area and convert the area to living space and noted that David Pandora has conducted a pre-inspection of the two proposed units. Faith Timberlake-Alves gave an overview of the proposed changes to the existing entryway and doors and the new roof, deck and railing. Paul Savchick stated that the conditions for a duplex is that they must have separate entrances and not be connected in any way. Dennis Sullivan questioned whether the second unit will have access to the storage/shed area. Faith Timberlake-Alves stated that the door will be double locked and that access to that area will be from the upstairs living area. Frank Holmes questioned whether there is a floor plan for the second floor living area and Paul Savchick noted that the plan will be required.

Paul Savchick explained that the site plan will be recorded and, therefore, needs to be updated with the following information: updated abutter information, title block to be revised to indicate that the plan is for Site Plan Review for conversion of the main house to a duplex, and update the property owner information. Paul Savchick stated that the floodplain boundary needs to be delineated and a note put on the plan. The Board reviewed the septic certification by Walter Lancaster. It was noted that the septic is for four bedrooms and that closets in the third floor rooms should be torn out so that the floor plans show only the four approved bedrooms.

The Board reviewed a Waiver Request to Section V #7 Location of flood hazard areas; #9 Location of off-street parking and layout of parking; #18 Drainage plan; #19 Erosion and sediment control plan. Paul Savchick noted that drainage and erosion is not an issue as the ground is not being disturbed. ***Don Bacich made a motion, seconded by Dennis Sullivan, to approve the Waivers. Motion unanimously carried.***

Paul Savchick explained that final approval will require submittal of four updated plans and a mylar with the \$25 fee for the Registry and that the Occupancy Permit will be conditional upon inspection by David Pandora to insure that all fire and safety codes have been addressed.

Paul Savchick opened the hearing to the public comment. There being no questions or comments, Paul Savchick closed the Public Hearing at 7:58 pm. ***Don Bacich made a motion, seconded by Frank Holmes, to approve the plan with the following conditions: 1. Submittal of floor plans for the second floor living area; 2. Revision of the Site Plan to delineate the floodplain boundary; and 3. Revision of the Site Plan to update abutter information, subject parcel owner information and title block information. Motion unanimously carried.***

### **Conservation Commission Report**

Paul Savchick reported on the Conservation Commission and noted that the Brooks Pasture timber sale is now complete and that the parking area is almost complete. Paul Savchick explained that there were issues with people picking blueberries and that next harvest season people will need to be put in place to watch the fields.

## **Master Plan**

David Maudsley gave an overview of the draft Master Plan. The Board discussed the issue of addressing Current Use within the Land Use chapter and the general consensus was to remove the reference because it is state regulated.

David Maudsley explained that there is a push to incorporate an implementation section so that the Master Plan is adopted and used. Frank Holmes questioned whether the other Boards have reviewed the implementation responsibilities. It was noted that the electronic version of the Master Plan will be presented at the next meeting, after which the Planning Board can meet with the other Boards and hold a Public Hearing. Paul Savchick question whether there is a process to keep track of the goals and objectives to make certain progress is being made. Dennis Sullivan suggested developing time frames for each Board. David Maudsley explained that the Planning Board can decide which two chapters they will address each year and that will set the deadlines.

***Dennis Sullivan made a motion, seconded by Frank Holmes, to adjourn the meeting. Motion unanimously carried.*** The meeting was adjourned at 8:48 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON  
PLANNING BOARD  
September 18, 2013**

The Planning Board held their regular meeting on Wednesday, September 18, 2013. Present were Chairman Paul Savchick, Frank Holmes, Dennis Sullivan and Peter Klose. The meeting was called to order at 7:08 pm.

**Review of Minutes**

The Board reviewed the Minutes of August 21, 2013. ***Frank Holmes made a motion, seconded by Dennis Sullivan, to accept the Minutes as written. Motion unanimously carried.***

**Conceptual Review – Dean**

Ken and Marguerite Dean joined the Board for a Conceptual Review on their property located on Cove Camp Road (R01-036) for a five-lot subdivision. Ron Briggs gave an overview of the proposed subdivision and noted that the lot sizes have been determined by soils and that once the HISS and topo have been completed, the lots should be in total compliance. Ron Briggs explained that the green shaded areas meet the setbacks required for septic disposal and that all lots meet the required 200-foot shore frontage.

Dennis Sullivan questioned whether every lot has the State-required sewage disposal area. Ron Briggs stated that once the HISS has been complete lot lines may change slightly to accommodate the requirements. Paul Savchick questioned whether a community system could be utilized to service two lots. Ron Briggs noted that lot size of a waterfront lot is required to be 33-1/3% larger and that a shared septic system would permit the lot sizes to be reduced by 33-1/3%.

Dennis Sullivan questioned whether a driveway to access Lot #1 would cross the wetlands. Ron Briggs stated that access to Lot #1 may be through the right-of-way to the former Seavey lot (R01-037). Dennis Sullivan stated that if a house is located by the water, access to the disposal area would have to cross the wetlands. Ron Briggs again noted that lots may be reconfigured once HISS has been finalized.

Ken Dean questioned the use of his existing septic system as it is very large. Paul Savchick noted that the system does not meet current wetland setbacks but questioned whether it could be converted to a community system. Ron Briggs noted that the system is grandfathered for the existing use but that a change in use would require the system to meet all current setback requirements by the State.

**Administration Report**

Lianne Boelzner gave an update on the status of the Current Use project and an overview of the Selectmen issues.

## **Conservation Commission Report**

Paul Savchick reported on the Conservation Commission and noted that Green Mountain Conservation is still working on the water sampling project. Paul Savchick explained that there were 5100 pints of blueberries harvested this year and noted that the Commission is researching funding to make the fields more amenable to mechanical harvesting.

Paul Savchick stated that Mark Lucy has reported that Phil Steele is moving forward with the permit for a perched beach at Camp Waukeela.

## **Master Plan**

The Board reviewed the Master Plan for updates and/or corrections. The Board recommended that each Chapter begin with a quote. The Board requested that the reference to RSA 674:2 be removed from the Quality of Life chapter and be included in the Implementation chapter. It was noted that Board members will review the Master Plan and submit suggested changes before next meeting.

***Frank Holmes made a motion, seconded by Dennis Sullivan, to adjourn the meeting. Motion unanimously carried.*** The meeting was adjourned at 9:05 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON  
PLANNING BOARD  
October 16, 2013**

The Planning Board held their regular meeting on Wednesday, October 16, 2013. Present were Chairman Paul Savchick, Frank Holmes, Dennis Sullivan, Peter Klose and Aaron Blake. The meeting was called to order at 7:14 pm.

**Review of Minutes**

The Board reviewed the Minutes of September 18, 2013. ***Frank Holmes made a motion, seconded by Dennis Sullivan, to accept the Minutes as written. Motion unanimously carried.***

**Selectmen's Report**

Aaron Blake explained that the Selectmen denied a Building Permit for Frank Lombardi to place a mobile home on his property on Eaton Road as the setback requirements for Purity Lake were not met and noted that Mr. Lombardi will be seeking a Special Exception from the ZBA.

Aaron Blake stated that the Town of Conway has completed their perambulation and that the Town lines between Conway and Eaton have been marked.

**Conservation Commission Report**

Paul Savchick explained that Olivia Saunders from UNH will be writing a grant for the Commission to run an experimental project to reduce grass in the blueberry fields by using sulphur rather than herbicides.

Paul Savchick noted that the Commission will be doing a rock removal project on the Foss Mountain blueberry fields to make them amenable to mechanical harvesting.

Paul explained that the Commission will be conducting maintenance work on the Willis Bean Road in the area of the logging bridges.

**Administration Report**

Lianne Boelzner gave an update on the MWV Regional Collaboration and noted that the next meeting is to be held on Thursday, October 31<sup>st</sup>, at the Red Jacket.

Lianne Boelzner noted that there will be an update to the Floodplain Management Ordinance to be adopted at Town Meeting to satisfy FEMA requirements to join the NFIP.

Lianne Boelzner explained that the Wetland Conservation District portion of the Zoning Ordinance needs to be revised and updated. Paul Savchick gave an overview of the issues and noted that the wetlands are currently based upon soil types and noted that the ordinance needs to be updated. It was noted that for the next meeting a handout would be available which lists all references to the Wetland Conservation District within the Zoning Ordinance.

### **Master Plan**

The Board continued their review of the Master Plan. Peter Klose suggested changing "Objective" to "Action Item" and remove "To" at the beginning of each item. It was noted that the Board will review the Quality of Life chapter and prepare a more concise vision statement to introduce the section.

***Dennis Sullivan made a motion, seconded by Frank Holmes, to adjourn the meeting. Motion unanimously carried.*** The meeting was adjourned at 8:45 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON  
PLANNING BOARD  
November 20, 2013**

The Planning Board held their regular meeting on Wednesday, November 20, 2013. Present were Chairman Paul Savchick, Frank Holmes, Dennis Sullivan, Peter Klose and Don Bacich. The meeting was called to order at 7:00 pm.

**Review of Minutes**

The Board reviewed the Minutes of October 16, 2013. ***Frank Holmes made a motion, seconded by Don Bacich, to accept the Minutes as written. Motion unanimously carried.***

**Buttermilk Hollow Association/Boundary Line Adjustment**

Paul Savchick explained that Buttermilk Hollow Association is seeking final approval of the proposed boundary line adjustment and stated that the Board of Selectmen accepted Crystal Lake Road conditional upon final approval by the Planning Board. Atty. Michael Brooks explained that new plans are being submitted to add a label on Sheet 1 reading "NE extension of former 50-foot right-of-way" with an arrow to the section from the relocated cul-de-sac to the Evans property line, which is the language in the new deeds. It was noted that the right-of-way from the Evans property line to the end at McKenzie's property is only 20-feet. Atty. Brooks also explained that the Association voted to set iron rebar at each property boundary line on Crystal Lake Road and noted that those locations are also shown on the revised plans. Don Bacich stated that the deed for the road is needed to complete the entire process. Atty. Brooks explained that the Boundary Line Adjustment plan must be recorded before the road deed can be finalized and recorded.

***Peter Klose made a motion, seconded by Frank Holmes, to accept the revised Boundary Line Adjustment plans (Thorne Surveys Dwg 10-46, Sheets 1-4, last revised 11/20/13). Motion unanimously carried.***

***Peter Klose made a motion, seconded by Frank Holmes, to approve the Boundary Line Adjustment as presented. Motion carried unanimously.*** Paul Savchick was authorized to sign the mylar and plans out of session.

**Master Plan**

David Maudsley presented and the Board reviewed the supporting information for Chapters 2 through 4 of the Master Plan. David Maudsley questioned the amount of information that should be included in the electronic version of the Plan and indicated that the more information provided, the better the plan. Paul Savchick suggested including the last two Master Plans. It was noted that the last Chapters will be reviewed at next meeting.

## **Proposed Floodplain Management Ordinance Amendment**

Don Bacich gave an overview and status update of the National Flood Insurance Program enrollment. The final step in the process is to amend the Floodplain Management Ordinance at Town Meeting as follows:

Revise Section II, second paragraph, as follows (removing language with strikethrough and adding underlined language):

The following regulations in this ordinance shall apply to all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its "Flood Insurance Study for the ~~Town of Eaton~~ County of Carroll, NH" dated ~~1977~~ March 19, 2013 or as amended, together with the associated ~~Flood Hazard Boundary Maps~~ or Flood Insurance Rate Maps dated ~~1977~~ March 19, 2013 or as amended, which are declared to be a part of this ordinance and are hereby incorporated by reference.

***Peter Klose made a motion, seconded by Dennis Sullivan, to approve the proposed amendment and to hold a Public Hearing on Wednesday, December 18<sup>th</sup> 2013. Motion unanimously carried.***

***Don Bacich made a motion, seconded by Peter Klose, to adjourn the meeting. Motion unanimously carried.*** The meeting was adjourned at 9:41 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON  
PLANNING BOARD  
December 18, 2013**

The Planning Board held their regular meeting on Wednesday, December 18, 2013. Present were Chairman Paul Savchick, Dennis Sullivan, Peter Klose and Don Bacich. The meeting was called to order at 7:05 pm.

**Review of Minutes**

The Board reviewed the Minutes of November 20, 2013. ***Peter Klose made a motion, seconded by Dennis Sullivan, to accept the Minutes as written. Motion unanimously carried.***

**Public Hearing – Floodplain Management Ordinance Amendment**

Paul Savchick opened a Public Hearing on the proposed Floodplain Management Ordinance amendment at 7:15 pm and read the proposed revision. Don Bacich gave an overview of the application to the National Flood Insurance Program and noted that this is the last step in that process, explaining that this amendment adopts the most current flood insurance rate maps. There being no public comments or questions, Paul Savchick closed the Public Hearing at 7:33 pm. ***Dennis Sullivan made a motion, seconded by Peter Klose, to accept the proposed amendment for inclusion on the 2014 Town Meeting Warrant. Motion unanimously carried.***

**Master Plan**

David Maudsley presented and the Board reviewed the supporting information for Chapters 5 through 7 of the Master Plan.

The Board discussed the Town coordinating all activities in Town and including an “Events” page on the Town website. David Maudsley recommended compiling a list of all businesses in Town and having it available at Town Hall.

***Don Bacich made a motion, seconded by Peter Klose, to adjourn the meeting. Motion unanimously carried.*** The meeting was adjourned at 9:26 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner