

TOWN OF EATON, NEW HAMPSHIRE 03832
EVANS MEMORIAL BUILDING
BOARD OF SELECTMEN

June 16, 2020

A duly-noticed meeting of the Board of Selectmen took place on Tuesday, June 16, 2020 via Zoom. The meeting was called to order at 2:04 pm.

As Chair of the Board of Selectmen, Dick Fortin found that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

There is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, Chairman Fortin confirmed public access to the meeting via Zoom for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and participate in this meeting by clicking on the following website address <https://us02web.zoom.us/j/9569071146>.

Notice was given to the public of the necessary information for accessing the meeting. Instructions have also been provided on the Town website at eatonnh.org. If anyone has a problem accessing the scheduled Selectman meeting, please call 603-447-2840. In the event that the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Dick Fortin started the meeting by taking roll call attendance: Dick Fortin (Ida and Brian Greenough in the room), Ed Reilly (no one else in the room) and Joyce Blue (no one else in the room). Dick Fortin noted that all votes taken during this meeting will be done by roll call vote.

Jake Becker and Will McLaughlin of Records Force joined the Board for a presentation on digital scanning and document management of Town records. Dick Fortin questioned whether the Town needs to organize the records before scanning. Jake Becker noted that the Town provides the categories for sorting and that Records Force goes through the files and sorts during the scan process. Joyce Blue questioned what happens to the paper records once they are scanned. Will McLaughlin noted that it depends on State requirements and that Records Force provides three months of free paper storage before shredding the documents. Dick Fortin questioned the accuracy of scanning hand-written historical documents. Jake Becker explained that the OCR technology is approximately 40% accurate but that humans assist with the scanning and logging process. It was noted that the scanning and document management processes are separate and the Town could choose one or both of the services. Ed Reilly questioned whether some documents could be scanned but not accessible by the public. Jake Becker explained that some documents can have stricter rules to limit user access. The

issue of privacy was discussed and Jake Becker noted that Records Force is audited under the SSAE-18 SOC.2 requirements for data privacy.

Marla Browning joined the Board to discuss her property on Stewart Road and a change in Current Use. Marla Browning noted that she is proposing to take 11.85 acres out and put back in 11.88 acres to Current Use. It was noted that 1.01 acres of Current Use was removed when the ownership of one parcel was changed following the Boundary Line Adjustment. Marla Browning requested a swap out of the land without financial penalty. Dick Fortin questioned whether the NHDRA gave an opinion on this request and Marla Browning noted that it is at the discretion of the Selectmen. It was noted that the Board will discuss the proposal with Assessor Jason Call and meet again with Marla Browning.

Ed Reilly made a motion, seconded by Joyce Blue, to adopt the Minutes of the Meeting on June 2, 2020 as amended. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).

Joyce Blue made a motion, seconded by Ed Reilly , to ratify the following items signed out of session: Payroll Manifest (week end 6/7/2020), Manifest and Accounts Payable checks dated 6/15/2020, Notice of Intent to Cut for Kenneth Cargill (R05-005, 06 & 07), Building Permit #202006 for Craig & Jacqueline Wilson (R04-010-E), Building Permit #202007 for South Eaton Meeting House (R06-033), Building Permit #202008 for Whit Whitman & Sue Wiley (U02-011), Building Permit #202009 for Pamela Burns & Ed Pliner (U02-019), Building Permit #202010 for Gary & Brooke Giese (R03-041) and correspondence to Quddus Snyder. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).

Dick Fortin gave an update on the Conservation Commission and explained that they are working with Ryan Bushnell regarding the price of blueberries.

Dick Fortin explained that the State will not be testing the beach water again this year so Mark Carbone will once again perform the water testing for the summer.

The Board discussed Jess Davis performing volunteer work at the Fernald and John Brooks cemeteries, which are on Town land. The Board discussed the issue of insurance and noted that State statutes will be researched to determine whether volunteers are required to have insurance. ***Joyce Blue made a motion, seconded by Ed Reilly, to give permission to Jess Davis and Nancy Watson to pursue the restoration of the stones in the Fernald and Brooks cemeteries. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

Dick Fortin stated that he spoke to Road Agent Stubby Heath regarding shimming and explained that they agreed that it does not make sense to put down pavement this year if the roads will be torn up next year. The Board discussed that the timing for this work will depend on whether the road projects are to be funded by bonds or annual appropriations.

Dick Fortin reported that Moderator Thaire Bryant will be a holding meeting on Wednesday with the Town Clerk, Deputy Town Clerk and Supervisors of the Checklist to review the upcoming elections and role of each person.

Dick Fortin stated that the Town has received complaints regarding the Canavari property as it relates to the Shoreland Permit, which will require a site visit by the Selectmen. It was noted that the Selectmen will perform the site visit on Monday at 1 pm, followed by a work session at 33 Roberts Road.

Ed Reilly stated that the Board should move forward on the replacing the Town Hall floor. It was noted that the Board will review the three estimates received earlier this year.

Ed Reilly gave an update on the Planning Board and noted that the Board will begin working on a Ridgeline Ordinance and Chapters 2 and 7 of the Master Plan. Ed Reilly noted that the Board discussed possible solutions to slowing the traffic on Brownfield Road and stated that Peter Klose questioned the placement of a traffic sign. It was noted that a Warrant Article could be drafted to raise funds for the purchase of a vehicle-feedback traffic sign.

The Board discussed the Eaton Cemetery. ***Dick Fortin made a motion, seconded by Joyce Blue to request that Jess Davis submit an estimate for work to be done at the Cemetery. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

Dick Fortin made a motion, seconded by Ed Reilly to waive the \$5 Building Permit fee for the South Eaton Meeting House. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).

The Board reviewed a letter from Quddus Snyder. Joyce Blue noted that similar letters have been received by the Little White Church. It was noted that the Selectmen can only enforce regulations and ordinances adopted by the Town.

The Board reviewed an email from Ralph Wilkewitz. Dick Fortin indicated that he would like to review the issue with Center Conway Fire Chief Glenn Merrill before taking any action.

The Board reviewed an email from Marnie Cobbs regarding the logging road opposite the old White Place on Willis Bean Road. ***Dick Fortin made a motion, seconded by Joyce Blue to authorize the trimming of trees only to a width wide enough for walking and not vehicle passage. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

The Board reviewed a letter from MWV Economic Council requesting appointment of an Eaton representative. It was the consensus of the Board that no representative will be appointed and that the MWVEC can appoint an at-large substitute.

The Board reviewed a letter from HealthTrust regarding the return of contribution due to the reduction in claims during the Coronavirus pandemic.

Carroll County Sheriff's Department submitted Deputy activity reports for the month of May.

Action Ambulance Service submitted activity reports for the month of May.

The Board reviewed information from the NH Municipal Bond Bank and tabled discussion for a future meeting.

Joyce Blue made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes). The meeting adjourned at 4:53 pm.

Respectfully submitted,

Lianne Boelzner

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