

TOWN OF EATON, NEW HAMPSHIRE 03832

EVANS MEMORIAL BUILDING

BOARD OF SELECTMEN

October 6, 2020

A duly-noticed virtual meeting of the Board of Selectmen took place on Tuesday, October 6, 2020 via Zoom. The meeting was called to order at 6:00 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 #18 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 603-447-2391. 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 (no one else 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.

Matthew Watson joined the Board to discuss his application for a Building Permit. Dick Fortin explained that the Board has reviewed and discussed the application and that there will be conditions on the permit. Dick Fortin stated that the seasonal high water table will have to be delineated prior to construction of the outhouse. Matt Watson stated that he would like to use a compost toilet outhouse and noted that once the final decision has been made, he can advise the Board. Matt Watson explained that he will spend the next few weeks working on the footings and frame and that the outhouse will most likely not be constructed until the Spring. Joyce Blue questioned whether there will be electric at the tent platform and Matt Watson stated that in the Spring he will pursue electric service at the site. Dick Fortin stated that Building Inspector David Pandora must perform inspections and that a pre-construction visit would be advisable before proceeding. Matt Watson stated that he is following building codes but he will contact David Pandora to review the project once again. Matt Watson stated that the platform is ADA compliant. Dick Fortin listed the following conditions for the Building Permit: 1. The outhouse is to be identified and approved by either NHDES or the Board of Selectmen;

2. No potable water system, no cistern, or container system is permissible as there is no septic system in place; water can only be carried in and not stored; 3. No rental of the property may occur until a Certificate of Occupancy has been issued by the Town. Matt Watson stated that he will work with the State to come up with the best solution for an outhouse. Dick Fortin suggested small solar panels to power a small heater and fan for the composting toilet. Dick Fortin noted that once a Building Permit has been issued, it gives the Selectmen authority to visit the property at any time.

Tamar Roberts of Roberts & Greene joined the Board to review their proposal for audit services. Tamar Roberts gave an overview of the company and what would occur during an audit and indicated that it would take 2-3 days on site to review and gather all pertinent information. Dick Fortin noted that the Board is considering bonding for road projects, which requires a formal audit. Ed Reilly questioned if there is another means to satisfy the bonding company. Tamar Roberts noted that a compilation may not fulfill the requirements for bonding and that specifics should be obtained from the bonding company.

Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes of the Meeting on September 15, 2020 as amended. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).

Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes of the Non-Public Session on September 15, 2020 as written. 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 adopt the Minutes of the Meeting on September 30, 2020 as written. 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 adopt the Minutes of the Meeting with NHDOT on September 30, 2020 as written. 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 adopt the Minutes of the Meeting on October 5, 2020 as written. 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 9/27/2020), Manifest and Accounts Payable checks dated 10/5/2020, Pistol Permits, Waiver of Municipal Liability for Private Road by Matthew Watson and Yield Tax Warrant for John Thomas Flavin (R03-003). Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).

Dick Fortin explained that Marnie Cobbs submitted an email regarding milfoil and wanted to ban all motorized boats from Crystal Lake, which would not be approved by the State. Dick Fortin stated that the proposal would be to monitor all boats entering the lake and perhaps it could be done by the beach attendants. Ed Reilly suggested drafting

a policy and detailing the role of the beach attendant. Dick Fortin noted that it is unclear as to whether the Town or State owns the boat ramp. Joyce Blue questioned a designated site where the boat owners can go to clean off a boat before entering the lake. Dick Fortin stated that Cliff Cabral will charge approximately \$300 to check Crystal Lake for any signs of milfoil.

Dick Fortin noted that no report has been received from Suzanne Raiche and that a reminder should be sent. Ed Reilly will draft up a letter.

It was noted that Joyce Blue is interested in one of the properties being auctioned and will recuse herself from any further discussions involving the auction.

The Board discussed drafting a letter to NHDOT outlining the Board's understanding of items to occur before winter at the four-way stop. The Board will review the traffic study so that further discussions can take place regarding the possibility of reducing the speed limit south of the Village.

Dick Fortin requested that Josif at Hoyle Tanner & Associates be contacted to verify that the Potter Road bridge is on schedule for next spring.

The Board discussed the possibility of opening Town Hall to one resident at a time for vehicle registrations. The Board will layout procedures for further discussion at their next meeting. Ed Reilly noted that he is not in favor of opening Town Hall. Dick Fortin suggested making appointments to reduce the waiting time outside.

Dick Fortin explained that a Conway resident has requested that Potter Road be plowed on the Eaton side to his property. The Board discussed the condition of the road and noted that in its current condition, it is not adequate for plowing or storage of snow. It was the consensus of the Board to deny the request.

The Board reviewed the invoice from Milford Flooring. It was the consensus of the Board to request that Milford Flooring cover the cost of the plumber to replace the two toilets and to have them pick up 3 or 4 of the extra boxes of tiles.

Ed Reilly questioned whether NHMA has been contacted regarding the interpretation of the Procurement Policy. It was noted that Ed Reilly will contact the legal department for clarification.

Joyce Blue noted that Wayne Bradbury has cleaned the Eaton Cemetery and noted that a thank you letter should be sent.

Joyce Blue gave an update on the Building Committee and explained that the Committee is reviewing interior renovations and enclosing the handicap ramp.

State of New Hampshire submitted a statement of remittance for the municipal aid payment of \$2,604.39.

The Board reviewed a proposal from Marnie Cobbs to bind Town Reports from 1981-2020. ***Ed Reilly made a motion, seconded by Joyce Blue, to approve the project and apply for funding from the Henney Historical Fund and to authorize Dick Fortin to sign the application on behalf of the Board. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

Carroll County Sheriff's Department submitted Deputy activity sheets for September 2020.

Action Ambulance Service submitted the August 2020 reports for the Board's review.

June Garneau of Mapping & Planning Solutions advised the Board that the Town's Hazard Mitigation Plan is due to update in 2021.

The Board reviewed the Notice of Grant Award for CARES Act Funding from the Federal Elections Assistance Commission. ***Ed Reilly made a motion, seconded by Joyce Blue, to authorize Richard Fortin, Chairman, to sign the Grant Agreement (Form P-37) and all supplemental documents on behalf of the Board of Selectmen. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

The Board noted that the Grant could be up to \$1,334.25 in unanticipated revenue. It was noted that RSA 31:95-b was adopted at Town Meeting in 1994 authorizing the Selectmen to accept unanticipated revenues. ***Ed Reilly made a motion, seconded by Joyce Blue, to accept the CARES Act grant allocation as unanticipated revenues. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

The Board reviewed the Certification Regarding Drug Free Workplace (attached). It was noted that the Town has a Drug and Alcohol Policy in place for all employees and elected officials. ***Ed Reilly made a motion, seconded by Joyce Blue, to accept the Certification Regarding Drug Free Workplace and to authorize Dick Fortin, Chairman, to sign the Certification on behalf of the Board of Selectmen. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 8:40 pm.

Respectfully submitted,

Lianne M. Boelzner

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