

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**October 20, 2020**

A duly-noticed virtual meeting of the Board of Selectmen took place on Tuesday, October 20, 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 #20 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](http://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.

Heather McKendry joined the Board to discuss the position of Deputy Town Clerk/Tax Collector. Dick Fortin explained the hours of operation and noted that there is training available in early November. The Board reviewed pay rates. Heather McKendry noted that she reviewed the duties of the position on the NH Municipal Association website. ***Joyce Blue made a motion, seconded by Ed Reilly, to hire Heather McKendry as Deputy Town Clerk/Tax Collector. 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 Meeting on October 6, 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 Ed Reilly, to adopt the Minutes of the Meeting on October 15, 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 10/11/2020), Manifest and Accounts Payable checks dated 10/19/2020, Equalization Data Certificate, Building Permit #202024 for Lindsey & Steve Kafka (R01-006), Building Permit #202025 for Willis Williams (R09-020) and Building Permit #202026 for South Eaton Meeting House (R06-036). Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).**

Dick Fortin explained that he spoke to Center Conway Fire Chief Glenn Merrill regarding the Neville property on Potter Road and explained that emergency responses will access the property via Route 153 in Eaton during winter months. It was the consensus of the Board to not plow during the winter as requested by the property owner.

Dick Fortin stated that he spoke to Jim at Milford Flooring and explained that four boxes of tile will be returned and that a credit was applied to the invoice.

Dick Fortin stated that the Conservation Commission will be holding a work day on Foss Mountain on Saturday.

Dick Fortin questioned whether the Watsons were given permission to work on the driveway. Ed Reilly noted that the Planning Board granted permission to work on the driveway on the flat area only. Dick Fortin stated that there is an excavator on site and that site inspections should be performed.

Ed Reilly submitted the summary Sheriff's Department report for review and noted that the Deputies are roaming through the Town rather than focusing on the four corners. It was noted that the Deputies should be directed to focus more time in the Village.

**Dick Fortin made a motion, seconded by Joyce Blue, to waive the \$5.00 fee for the South Eaton Meeting House Building Permit. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).**

The Board reviewed an email from Eleanor Jenkins regarding the Bone Builders group. It was the consensus of the Board to not permit Bone Builders to use Town Hall at this time due to the pandemic.

The Board reviewed emails from Tamar Roberts and Jim Roberge regarding possible changes to audit fees if the Town opts for a one-year contract.

Primex submitted renewal costs for the 2021 Property & Liability, Workers' Compensation and Unemployment programs.

HealthTrust advised the Town that the return of surplus in the amount of \$1,776.57 will be sent in November.

HealthTrust submitted health insurance renewal rates for 2021.

NH Department of Revenue Administration submitted information on the 2020 Equalization process.

Josif Bicja of Hoyle Tanner & Associates advised that the Potter Road bridge project is on schedule and that advertising will begin late November or early December.

The Board review and amended the Policy for opening Town Hall.

The Board reviewed the estimated 2020 tax rate. The Board discussed whether to utilize the fund balance to reduce the rate or to leave the rate static to fund upcoming road projects. ***Dick Fortin made a motion, seconded by Joyce Blue, to set the 2020 tax rate at \$14.26 as proposed. Motion unanimously carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

***At 8:10 pm, Dick Fortin made a motion, seconded by Joyce Blue, to enter non-public session under RSA 91-A:3 II(c). Motion carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

***Dick Fortin made a motion, seconded by Joyce Blue, to adjourn the non-public session and return to public session. Motion unanimously carried.*** The Board reconvened public session at 8:20 pm.

***Dick Fortin made a motion, seconded by Joyce Blue, to seal the Minutes because it was determined that divulgence of this information likely would affect adversely the reputation of a person other than a member of this Board. Motion carried by roll call vote (Dick Fortin-Yes, Ed Reilly-Yes, Joyce Blue-Yes).***

***Ed Reilly made a motion, seconded by Joyce Blue, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 8:34 pm.

Respectfully submitted,

*Lianne M. Boelzner*

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