

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**July 6, 2021**

The regular meeting of the Board of Selectmen took place on Tuesday, July 6, 2021 at the Evans Memorial Building. Present were Ed Reilly, Joyce Blue and Dick Fortin. The meeting was called to order at 4:00 pm.

The Board of Selectmen reviewed checks and signed the Accounts Payable manifest for \$41,404.67 for 23 items. The Payroll manifest and paychecks were also reviewed and signed.

Peter Klose and Dick Stewart joined the Board to discuss a timber cut on Brownfield Road. Ed Reilly explained that the Selectmen are drafting a letter to the property owner outlining requirements relative to Town Ordinances and noted that NHDOT has issued approval for three driveways on the lot. Dick Fortin noted that he has contacted State Forester Tom Trask, who is responsible for monitoring timber cuts and potential wetland violations. Dick Stewart noted that he wants to make sure the cut is done correctly. Dennis Sullivan explained that Eaton's Subdivision Regulations state that property owners cannot perform any lot work prior to subdivision approval. It was noted that the Select Board will contact the property owner to begin the Planning Board process.

Dennis Sullivan requested a meeting with the Board for a training session on the Natural Resource Inventory (NRI). Joyce Blue questioned the change in soil type abbreviations. Dennis Sullivan explained that the Town Subdivision Regulations will have to be amended to utilize site specific soil types to be in line with soil scientists and State regulations. It was noted that the Board will meet with Dennis on Monday, July 12<sup>th</sup> at 10 am for the NRI tutorial.

Dennis Sullivan and Marnie Cobbs discussed the tree cutting on Foss Mountain Road, which has a scenic road designation. Dennis Sullivan stated that a Public Hearing is required to cut the trees unless there is an imminent threat or emergency situation, at which point a letter from the Selectmen is required to permit the Road Agent to cut trees. Dennis Sullivan also stated that there should be communications with property owners if a road is slated to be widened. Marnie Cobbs stated that the Road Agent did explain about the culvert but she was not advised of the road widening. Dick Fortin explained that he gave permission to the Road Agent to cut the trees because of the possible danger due to the trees being dead. Dick Fortin explained that the road widening is a natural chain of events to keep water flowing correctly. Ed Reilly noted that written permission was not given but the Board will keep that in mind for any future issues regarding tree removal. Dick Fortin stated that NHDOT and NHDES are pushing for Towns to update culverts and roads to accommodate the storms that are now occurring in the State and noted that the highway crew is assuring that the roads are not compromised by those storms. Joyce Blue noted that communications is crucial and that the Board will discuss the issue with the Road Agent.

Cindy Hall (on behalf of Donald & Wilhemine Hall) filed a Building Permit application for two gates at 2677 Eaton Road (R05-001). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202113).

Philip & Naomi Lavori filed a Building Permit application for a 6x6x4 shed at 183 Ridge Road (R03-006). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202116).

The Board reviewed the Minutes of June 15, 2021. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as amended. Motion unanimously carried.***

The Board reviewed the three letters sent to property owners on June 16<sup>th</sup>. Ed Reilly questioned whether any correspondence has been received regarding those properties. Joyce Blue noted that another letter should be sent setting forth dates for compliance and fines if the property owner fails to respond and/or bring the property into compliance.

Joyce Blue thanked Dick Fortin for the new picnic tables at the Town beach.

Dick Fortin noted that the Town needs to borrow a laptop computer to activate the digital speed signs. Joyce Blue noted that her computer meets the specifications and offered to lend it to Peter Klose for the activation process.

Dick Fortin stated that the Town has received notification of a shed and trailer on Lot #5 on Cove Road. The Board will perform a site visit on Monday, July 12<sup>th</sup>, at 9 am.

Dick Fortin noted that a property on Brownfield Road has a structure without a permit and indicated that a letter requesting a Building Permit application should be sent.

Dick Fortin explained that the Conservation Commission is working on an updated service contract with Town Forester Dan Stepanauskas for the Board's review and signature at their next meeting.

Ed Reilly questioned whether the Town could request a sign or guard rail at the newly installed culvert on Brownfield Road. Dick Fortin noted that the drop off has been like that for years but the Town could inquire as to whether corrective action could be taken by NHDOT.

Dick Fortin noted that there is a new screen house on Willis Bean Road and requested that an email be sent explaining that a Building Permit is required for all structures.

Dick Fortin stated that he received a complaint regarding the culvert replacement on Hatch Hill Road. Dick Fortin explained that he met with Road Agent Richard Heath to review the installation and noted that there are no issues.

Dick Fortin stated that he has received a request from Road Agent Richard Heath to remove three trees on Potter Road. The Board reviewed pictures of the trees. It was the consensus of the Board to leave the trees and to reassess their condition next year.

Dick Fortin explained that the Conservation Commission is discussing the possibility of closing Willis Bean Road during mud season and that they are reviewing applicable State statutes before making any decisions.

Road Agent Richard Heath met with the Board and discussed a plan to keep residents informed regarding road work. It was noted that road work will be posted on the Town website. It was noted that property owners should be reminded that the road right-of-way is stone wall to stone wall.

Road Agent Richard Heath explained that he has received an offer of \$500 to purchase the old York rake that the Town no longer utilizes. ***Dick Fortin made a motion, seconded by Ed Reilly, to sell the used York rake for \$500. Motion unanimously carried.***

Barry & MaryAnne Ellis filed a Building Permit application to demolish and rebuild an existing garage at 20 Ridge Road (U01-035). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202114).

Caroline & Dave Powers filed a Building Permit application to rebuild and expand a deck at 851 Brownfield Road (R11-016-A). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202115).

The Board reviewed and signed a PA-28 Inventory of Taxable Property Form for the NH Department of Revenue Administration.

The Board reviewed the revised Procurement Policy. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the amended Procurement Policy. Motion unanimously carried.*** The Board signed the Policy.

The Board reviewed the application packet and forms for the ARPA Funds through the NH Governor's Office. ***Joyce Blue made a motion, seconded by Dick Fortin, to authorize Chairman Ed Reilly to sign all the documents on behalf of the Town. Motion unanimously carried.*** Ed Reilly signed all application documents.

The Board reviewed a cost estimate from Jason Cicero to paint the Town Hall ceiling.

The Board reviewed engineering scope and associated fees from Hoyle Tanner & Associates for proposed road reconstruction of Stewart and Bull Pasture Roads. The Board will further discuss the proposed road projects at a future meeting.

Primex submitted an announcement of Eaton's Premium Holiday of \$1,529.34 which has been applied to the 2022 Property & Liability Insurance invoice.

Primex advised the Town of changes to the Property & Liability coverages and issued a coverage schedule through July 2022.

The Board reviewed an email from a tourist regarding the signs and flags in Eaton.

Granite State Analytical Services submitted water test results for samples taken at the Town beach on June 15, 2021.

The Board reviewed changes to RSA 128 which legislates local Health Officials. The Board will further review the information for discussion at a future meeting.

Atty. John Ratigan submitted information on Lary Road and its designation. The Board will review this information for discussion at their next meeting.

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 7:05 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner