

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**January 4, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, January 4, 2022 at the Evans Memorial Building. Present were Ed Reilly, Joyce Blue and Dick Fortin. The meeting was called to order at 3:00 pm.

The Board met via Zoom with Tamar Roberts of Roberts & Greene to review the 2020 Audit. Ed Reilly questioned the requirements if the Town were to bond for a road project and Tamar Roberts noted that most banks require annual audits when borrowing funds. The Board discussed reporting of Capital Assets. Tamar Roberts explained that the Board should first adopt a policy for Capital Asset reporting which sets forth a cost threshold and then begin compiling a list of Town Assets with purchase price.

The Board of Selectmen reviewed checks and signed the Accounts Payable manifest for \$116,303.36 for 14 items. The Payroll manifest and checks were also reviewed and signed.

***Joyce Blue made a motion, seconded by Dick Fortin, to ratify the Accounts Payable warrant and checks signed out of session on December 20, 2021. Motion unanimously carried.***

The Board reviewed the Minutes of December 21, 2021. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as written. Motion unanimously carried.***

The Board discussed the status of the letters sent to owners of short-term rental properties and noted that one property owner has submitted applications to the Zoning and Planning Boards. The Board will send a reminder to the remaining two property owners.

Dick Fortin gave an update on the Town garage and noted that an estimate will be forthcoming for insulation and a rubber membrane roof. Dick Fortin stated that Shawn Bergeron should be contacted to inspect the garage to assess the snow load capacity before moving forward.

Dick Fortin noted that an air filtering system for Town Hall was suggested by EMD Thaire Bryant. Dick Fortin also suggested that the Board once again consider purchasing a sound-proof curtain to separate the working spaces of the Town Clerk and the Select Board.

The Board reviewed Liquor License application from The Laura Foundation for the Youth Pond Hockey Festival on Purity Lake. ***Joyce Blue made a motion, seconded by Dick***

***Fortin, to approve the application and to authorize Ed Reilly to sign on behalf of the Town. Motion unanimously carried.***

Anders & Annette Engen/Adam Nelson submitted a Building Permit Application for a kitchen and bathroom remodel at 45 Bean Road (R10-009-A). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202141).

Tamworth Selectman Becky Mason met with the Board to discuss the feasibility of a Regional Health Officer. The Board will further discuss the proposal and report back to Selectman Mason.

State of NH submitted a Statement of Remittance for the 2021 Meals & Room Tax in the amount of \$30,678.60.

Iiro Lehtinen submitted information on his dock located on Hatch Pond (R04-007). The Board will review the information and the State Shoreland Water Quality Protection Act and discuss the issue further at the next meeting.

The Board reviewed an email regarding property on Ridge Road. The Board will send a letter to the property owner with an Application for Abatement.

The Board reviewed a letter from Robert Barker & Timothy Ostendorf.

NHDES Wetlands Bureau notified the Town of a Reported Alleged Violation.

The Board reviewed information from Town Counsel regarding the Cemetery Trust Funds.

The Board reviewed information from EMD Thaire Bryant regarding a large screen for the Town Hall. The Board will research grant opportunities with the State.

Peter Klose met with the Board regarding the use of road salt and requested that the Town consider using brine to limit the impact on natural resources and groundwater. Dick Fortin noted that NHDOT uses road salt next to all of Eaton's lakes. Ed Reilly questioned whether the Town could request that the State use brine around the lakes on Route 153.

Peter Klose explained that the digital traffic sign can be relocated near the Hartman property if two trees are removed. Peter Klose requested that the Town investigate whether additional speed limit signs can be placed on the Brownfield Road by NHDOT. The Board also discussed a blind driveway sign at the last property on Brownfield Road before entering Maine.

The Board reviewed information pertaining to adoption of an elderly exemption. The Board scheduled a work session for 1 pm on Thursday, January 6<sup>th</sup>, to further review the exemption limits and begin formulating the 2022 operating budget.

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:29 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**January 6, 2022**

A duly-noticed Special Meeting of the Board of Selectmen took place on Thursday, January 6, 2022 at the Evans Memorial Building. Present were Ed Reilly, Joyce Blue and Dick Fortin. The meeting was called to order at 1:00 pm.

The Board of Selectmen reviewed checks and signed the Accounts Payable manifest for \$19,737.24 for 5 items.

Signature items included an Engagement Letter with Roberts & Greene for the 2021 Annual Audit.

***At 1:04 pm, Dick Fortin made a motion, seconded by Joyce Blue, to enter non-public session under RSA 91-A:3 II (a & b) to discuss personnel matters. Motion carried by roll call vote (Ed Reilly-Yes, Joyce Blue-Yes, Dick Fortin-Yes).***

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the non-public session and return to public session. Motion unanimously carried.*** The Board reconvened public session at 2:12 pm.

***Joyce Blue made a motion, seconded by Dick Fortin, 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 and render the proposed actions ineffective. Motion carried by roll call vote (Ed Reilly-Yes, Joyce Blue-Yes, Dick Fortin-Yes).***

The Board discussed road projects for the ensuring year and budget line items. Road Agent Heath noted that the operating budget needs to be increased as the cost of everything has increased, including culverts which increased by 30 percent. Road Agent Heath noted that he would like additional funds for gravel as the road surfaces are not up to standards and stated that an excavator will be rented for 6 weeks to ditch the roads.

Road Agent Heath will obtain prices for 5-inch galvanized and ductile iron pipe to relocate the digital speed sign.

The Board reviewed the information for an elderly exemption and agreed upon the following limits: Income -- \$17,000 single/\$30,000 married; Asset -- \$35,000 single/\$50,000 married; Exemption: \$20,000 for 65-74, \$25,000 for 75-79, \$40,000 for 80+. This information will be forwarded to Ele Border so that she can prepare a petitioned Warrant Article.

The Board reviewed expenditures from 2021 and began preparing the 2022 operating budget.

***Dick Fortin made a motion, seconded by Joyce Blue, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 5:00 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**January 18, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, January 18, 2022 at the Evans Memorial Building. Present were Ed Reilly, Joyce Blue and Dick Fortin. The meeting was called to order at 2:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$135,303.74 for 12 items. The Payroll manifest and checks were also reviewed and signed.

The Board reviewed the Minutes of January 4, 2022. ***Joyce Blue made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of January 6, 2022. ***Joyce Blue made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of Non-Public Session on January 6, 2022. ***Joyce Blue made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed 2021 expenditures and worked on the 2022 operating budget. Road Agent Heath joined the Board to develop the Highway Department budget and explained that the cost of materials has increased by 15 to 20%. Stubby Heath noted that he will be renting a machine to ditch for 6 weeks this year.

David Pandora met with the Board to discuss the position of Health Officer for the Town of Eaton and noted that based on the current number of issues, he would charge a \$500 retainer for 2022. The State of NH Health Officer Nomination Form was signed by The Board and David Pandora.

Mark & Nancy Watson met with the Board to discuss on-going property issues with an abutter. The Board noted that after the 2021 revaluation, pictures of the property have been reviewed and that the Board will extend an invitation to meet with the property owner.

Joyce Blue gave an update on the Planning Board and noted that the Henault Subdivision hearing was recessed while the applicant seeks a Variance for the septic system setback to the wetlands.

Joyce Blue stated that she received a message from Daniel Robins looking for the history of his property on Bean Road.

Dick Fortin gave an update on the Conservation Cohort presentation and explained that residents have requested that the meeting be available via Zoom. Dick Fortin noted that

the Town no longer has a Zoom subscription. **Joyce Blue made a motion, seconded by Dick Fortin, to renew the Town's Zoom subscription on a monthly basis. Motion unanimously carried.** Dick Fortin stated that the Conservation Cohort committee will be designated as a subcommittee of the Conservation Commission before work begins on the development of a conservation plan for Town lands.

Dick Fortin stated that he spoke to NHDES regarding a dock on Hatch Pond and explained that the permit issued by DES covers the perpendicular dock only and that the structure on the shoreline must comply with Town regulations.

Signature items included a permit and Certificate of Occupancy for Craig & Jacqueline Wilson (R04-010-E).

The Town of Madison notified the Town of Eaton of potential regional impact for a proposed conference center facility on Bickford Road in Madison.

Tristan Wilkins submitted information regarding his application to the Zoning Board of Adjustment for a Variance.

The Gibson Center submitted information to support their petitioned Warrant Article for Town Meeting.

The Board reviewed Legislative Bulletins #3 and #4.

The Board scheduled a work session for Thursday, January 20<sup>th</sup> at 1 pm to work on the 2022 budgets and warrant articles.

Dick Fortin stated that he reviewed the Dredge & Fill Permit for the NHDOT culvert on Route 153 and gave an overview of the project.

Dick Fortin noted that the Board has not yet finalized the Permit for Use of Town Lands and indicated that information should be reviewed from Primex.

**Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.** The meeting adjourned at 6:27 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**January 20, 2022**

A duly-noticed Special Meeting of the Board of Selectmen took place on Thursday, January 20, 2022 at the Evans Memorial Building. Present were Ed Reilly, Joyce Blue and Dick Fortin. The meeting was called to order at 1:00 pm.

The Board reviewed the preliminary operating budget and agreed to pursue an IRA retirement program with the Town contributing up to 3% of the employee's earnings.

Heather McKendry submitted information on the Deputy Town Clerk position and requested that the starting pay rate be increased. The Board explained that the starting pay should remain at \$17 and that a raise can be given after a probationary period.

The Board developed Warrant Articles for the Trust Funds, Capital Reserve Funds, grader lease, gravel and office equipment/cyber security upgrades.

Signature items included correspondence to John Edge and Iiro Lehtinen.

The Board scheduled a work session for Wednesday, January 26<sup>th</sup>, at 12 noon to review the budget and warrant.

***Joyce Blue made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 3:44 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner



**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**January 26, 2022**

A duly-noticed Special Meeting of the Board of Selectmen took place on Wednesday, January 26, 2022 at the Evans Memorial Building. Present were Ed Reilly, Joyce Blue and Dick Fortin. The meeting was called to order at 12:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$12,819.17 for 8 items.

The Board reviewed and Chairman Edward Reilly signed the MS-60A Auditor Option and Schedule form for the NH Department of Revenue Administration.

The Board reviewed the construction costs for the Potter Road bridge and established that there is \$150,697 remaining in appropriated costs and \$34,139.38 remaining in the Reserved Fund Balance. It was also calculated that \$217,021.05 is due from the State to cover 80% of the expended project costs to date.

Road Agent Stubby Heath met with the Board to discuss retirement plans. The Board requested that William Heath meet with the Board to discuss the issue.

The Board reviewed the budgets and draft Warrant.

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 2:08 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**February 1, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, February 1, 2022 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 reviewed checks and signed the Accounts Payable manifest for \$14,663.29 for 15 items. The Payroll manifest and checks were also reviewed and signed.

William Heath met with the Board to discuss retirement programs and stated that he would prefer the NH State Retirement program. The Board explained that they will be pursuing an IRA program this year and that they will work on the possibility of transitioning into the State Retirement program.

The Board reviewed the Minutes of January 18, 2022. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of January 20, 2022. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of January 26, 2022. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as written. Motion unanimously carried.***

The Board discussed the grooming of roads for snowmobiles. Ed Reilly noted that work on a discontinued road requires permission of the abutting property owners. Dick Fortin noted that permission to groom Willis Bean Road has been granted in the past as long as Foss Mountain was removed from all snowmobiling maps. The Board agreed to grant permission to groom Willis Bean Road. Groomers must also understand that abutting property owners must be contacted to give their permission on discontinued roads prior to grooming. The results of this decision will be evaluated in the Spring.

State of NH submitted a Statement of Remittance for FY22 Quarter 3 Highway Block Grant Aid in the amount of \$8,325.70.

Shane Gurney requested information on plow trucks used for the last storm.

Shakes to Shingles Weatherization submitted an estimate to insulate the Town Garage.

Action Ambulance Service submitted the December 2021 activity reports.

The Board received Legislative Bulletins #5 and #6.

The Board reviewed and approved three property tax abatements based on Assessment Review Hearings and adjustments made by Town Assessor Jason Call.

The Board reviewed the proposed 2022 Warrant and voted on each Article. The Board reviewed information for the Budget Hearing to be held on Thursday, February 3<sup>rd</sup>.

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:56 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**  
**EVANS MEMORIAL BUILDING**  
**BOARD OF SELECTMEN**  
**PUBLIC HEARING ON THE BUDGET**  
**February 3, 2022**

The Public Hearing on the budget took place on Thursday, February 3, 2022 at the Eaton Town Hall and also via Zoom. Present at the Town Hall were Selectmen Edward Reilly, Joyce Blue and Richard Fortin. The Public Hearing was called to order at 6 pm.

Copies of the budget, proposed Warrant, proposed Zoning Ordinance amendments, 2021 detailed payments and revenues were distributed.

Dick Fortin reviewed the operating budget expenditures from last year versus the proposed operating budget for 2022. Paul Hennigan stated that a good retirement program should be offered to keep qualified help at the Town. Dick Fortin noted that the Selectmen are moving forward with an IRA this year and will consider the NH State Retirement program moving forward. Ed Reilly stated that the known cost of the State program is 14% but that there are unknown costs that the Selectmen want to review prior to making a decision as to whether the State program should be offered to employees. Dick Fortin explained that the cemetery budget was overspent due to the removal of trees that were dangerous. Dick Fortin noted that the ambulance line item is reduced based on the number of calls each year. Dick Fortin explained that the highway budget has increased due to the proposal to hire another full-time employee and to cover increased costs of supplies and materials.

Joyce Blue reviewed the revenues from last year and proposed for this year.

Ed Reilly reviewed the Warrant Articles. Ed Reilly noted that Articles #10 & #11 address Cemetery Trust Funds and that they correct the split of perpetual care and general maintenance monies. Jane Gray gave an overview of the funds and stated that the Trustees will be writing a policy for all the funds.

George Diller questioned the Articles for service agencies and stated that there should be information to justify the costs to the Town. A representative of Starting Point gave an overview of the program and services provided to the Town.

Ed Reilly stated that the funding for the Sheriff's Department covers 168 hours of Deputy patrols. Kevin Flynn questioned whether the patrols work to reduce speed. Ed Reilly noted that the Selectmen are reviewing data from the digital speed signs but that it will take additional time to decipher the statistics. Joyce Blue noted that the State will be replacing a culvert just south of the Store, which will slow traffic in the Village.

The Board reviewed Article #21 regarding adoption of elderly exemptions. Based on the questions that arose during discussion of this Article, the petitioner will be invited to address the questions at Town Meeting.

George Diller stated that the Town has infrastructure needs and that those projects should be funded rather than social programs. George Diller further stated that Articles #15 through #19 should be voted on by secret ballot. The Selectmen explained the method for voting on an Article by secret ballot at Town Meeting.

There being no further questions, the Public Hearing was adjourned at 7:34 pm.

Respectfully submitted,

*Lianne M. Boelzner*

Lianne M. Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**February 15, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, February 15, 2022 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 reviewed checks and signed the Accounts Payable manifest for \$15,450.75 for 23 items. The Payroll manifest and checks were also reviewed and signed.

The Board reviewed the Minutes of February 1, 2022. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of the Budget Hearing on February 3, 2022. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as written. Motion unanimously carried.***

Thaire Bryant joined the Board via phone to discuss Town Meeting and voting procedures.

The Board discussed the Page property and requested that a letter be sent requesting that he attend a meeting with the Board and Health Officer.

The Board reviewed and revised the Employment Policy to include a probationary period for new hires.

Ed Reilly explained that he has reviewed the Legislative Bulletins and noted that there are several Bills that could impact the Town. Ed Reilly stated that he has made a list of the Bills and will monitor their status.

Joyce Blue gave an update on the Planning Board and the status of the four applications considered at the February meeting.

Dick Fortin gave an update on the Conservation Commission and noted that the Conservation Cohorts was officially voted as a subcommittee of the Commission. Dick Fortin stated that the Commission is working on securing funds to work on the Foss Mountain trail and parking area. Dick Fortin stated that Paul Nuccio was appointed as an Alternate and that he is willing to work on the perambulation of Town lines.

Dick Fortin stated that the service agencies requesting funding from the Town should be advised that next year's request must contain information to justify the request.

Signature items included Notice of Intent to Cut Wood for Kenneth Cargill (R05-006), 2022 Town Warrant and MS-636 Proposed Budget.

The Board reviewed the Zoning Board of Adjustment Notices of Decision for Emily Bridgham and Holly & Michael Henault.

Peggy Wescott requested that the Board make notes and review the “no salt” rule for Ridge Road.

The Board reviewed a report of road damage on Willis Bean Road.

NH Municipal Association submitted Legislative Bulletins #7 and #8.

The Board reviewed information on Foxit PDF Editor. ***Dick Fortin made a motion, seconded by Joyce Blue, to purchase the updated program for \$159.00. Motion unanimously carried.***

***At 6:10 pm, Joyce Blue made a motion, seconded by Dick Fortin, to enter non-public session under RSA 91-A:3 II(c). Motion carried by roll call vote (Ed Reilly-Yes, Joyce Blue-Yes, Dick Fortin-Yes).***

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the non-public session and return to public session. Motion unanimously carried.*** The Board reconvened public session at 6:22 pm.

***Ed Reilly 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 (Ed Reilly-Yes, Joyce Blue-Yes, Dick Fortin-Yes).***

***Joyce Blue made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:26 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**March 1, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, March 1, 2022 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 reviewed checks and signed the Accounts Payable manifest for \$14,535.86 for 19 items. The Payroll manifest and checks were also reviewed and signed.

The Board reviewed the Minutes of February 15, 2022. ***Joyce Blue made a motion, seconded by Dick Fortin, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of the Non-Public Session on February 15, 2022. ***Joyce Blue made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Ed Reilly noted that he has requested that John Border contact the Board regarding data from the digital speed signs.

Dick Fortin stated that he has received an estimate from Precision Applications for insulation of the Town garage for discussion on a capital project list.

Dick Fortin explained that he spoke to Dave Lovequist regarding Willis Bean Road, who reported that there are people riding snow machines on Town roads. It was noted that the Board will insert a reminder that snow machines are not permitted on Town roads to be inserted with the November tax bill.

Dick Fortin explained that he utilized GranitView to review Town lines and noted that there are 23 miles of boundary lines for perambulation. Dick Fortin stated that there are approximately 10 miles of border lines with Freedom and Madison that need particular attention and that the lines could possibly be marked over two summers.

Larry Nash met with the Board for approval to purchase new flags and poles to replace damaged ones in Snowville and Eaton Village. It was the general consensus of the Board to approve the expenditure.

Stewart Revocable Trust submitted a Building Permit Application for a bathroom remodel at 481 Brownfield Road (R10-019). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202142).



The Board reviewed the updated Employment Policy. **Joyce Blue made a motion, seconded by Dick Fortin, to adopt the amended Employment Policy, effective March 1, 2022. Motion unanimously carried.**

**At 5:10 pm, Joyce Blue made a motion, seconded by Dick Fortin, to enter non-public session under RSA 91-A:3 II(c) to consider an Application for Tax Deferral. Motion carried by roll call vote (Ed Reilly-Yes, Joyce Blue-Yes, Dick Fortin-Yes).**

**Joyce Blue made a motion, seconded by Ed Reilly, to adjourn the non-public session and return to public session. Motion unanimously carried.** The Board reconvened public session at 5:18 pm.

**Ed Reilly made a motion, seconded by Dick Fortin, 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 (Ed Reilly-Yes, Joyce Blue-Yes, Dick Fortin-Yes).**

Jason Call of Northtown Associates submitted the USPAP Manual for the Board's review.

Northledge Technologies advised of increased cyber-terrorist activity and provided a link for more information on ransomware.

Judith Wilson submitted information regarding the Potter Road bridge rails.

The Board reviewed Cybersecurity Resources and requested that the information be provided on the new website page being developed to provide information for emergency situations.

NHDRA advised the Board that the 2021 property ratio is 96.8%.

Hoyle Tanner Associates submitted bridge capacity and load rating calculations for the new Potter Road bridge.

NH Municipal Association submitted Legislative Bulletins #9 and #10.

**Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.** The meeting adjourned at 6:04 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**March 8, 2022**

A duly-noticed special meeting of the Board of Selectmen took place on Tuesday, March 8, 2022 at the Evans Memorial Building. Present were Ed Reilly, Joyce Blue and Dick Fortin. The meeting was called to order at 11:00 am.

The Board reviewed checks and signed the Accounts Payable manifest for \$5,097.65 for 13 items.

The Board reviewed and amended the Minutes of March 1, 2022. ***Joyce Blue made a motion, seconded by Dick Fortin, to adopt the Minutes as amended. Motion unanimously carried.***

The Board reviewed the Minutes of the non-public session on March 1, 2022. ***Joyce Blue made a motion, seconded by Dick Fortin, to adopt the Minutes as written. Motion unanimously carried.***

Dick Fortin submitted estimates from Precision Applications for the insulation and new roof coating at the Town garage.

The Board discussed the current grader lease and will discuss at their next meeting the feasibility of paying off the lease early.

Dick Fortin noted that the Highway crew should be asked to remove the old light pole at the beach.

The Board discussed the idea of creating a capital project list and updating the spreadsheet which predicts the tax rates for upcoming years. Joyce Blue suggested holding one additional meeting per month to address the creation of a capital project list with projected costs, in an attempt to keep the tax rate level.

Signature items included Supplemental Notice of Intent to Cut for Kenneth Cargill (E05-006) and a Potter Road bridge reimbursement request to NH Department of Transportation.

The Board reviewed information on the Allin Family Trust as it relates to a tent platform and removal of land from Current Use.

NHDRA submitted a Community Action Report for their visits to Town Hall in February and March.

NH Municipal Association submitted Legislative Bulletin #11.

Mike Kelleher of the State E-911 program advised the Town that dispatch procedures for Action Ambulance will change in early April. This information will be shared with Center Conway Fire Chief Glenn Merrill to assess any possible issues.

Ed Reilly questioned the feasibility of issuing tablets to the Selectmen in an attempt to cut down on paper and copying costs. The Board will further research the possibility.

Road Agent Richard "Stubby" Heath met with the Board to discuss summer projects for the Highway crew. Stubby Heath stated that Stewart Road can be shimmed and paved but that Bull Pasture Road requires reconstruction work. Stubby Heath will obtain prices for the project and meet with the Board to review.

Dick Fortin expressed concern regarding damage to bridge railings and requested that the Road Agent work with staff to slow down snow plows when going over Town bridges. It was noted some railings on two of the Potter Road bridges will need to be replaced.

Stubby Heath suggested purchasing the new chassis this year as there are funds in the Capital Reserve account and then raising the remaining amount to finish the truck in 2023. Stubby Heath suggested that a 10-year truck/equipment replacement plan should be considered, with additional funds added to maintenance in order to support keeping trucks in service for an additional three years. The suggested replacement plan would be as follows:

2013 Backhoe – replace or repair work – 2028  
2017 F-550 – replace – 2027  
2020 Dump truck – replace 2032 – 2035  
New Vehicle – 2023

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 1:30 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**  
**EVANS MEMORIAL BUILDING**  
**BOARD OF SELECTMEN**  
**March 15, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, March 15, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 4 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$4,989.07 for 12 items. The Payroll manifest and checks were also reviewed and signed.

Zach Page met with the Board to review his current building permits. Zach Page explained that he has a composting toilet and drywell that were approved by NHDES and noted that there is no running water in the residence. The Board and Zach Page agreed to a site visit in May. Zach Page explained that he accesses his property in the winter through Freedom and indicated that he does not utilize the road during mud season.

The Board reviewed the Minutes of March 8, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Joyce Blue gave an update on the Planning Board and indicated that the Board will be working on updates to the Zoning Ordinance. Joyce Blue noted that the Board will be holding a Public Hearing in April for updates to the Site Plan Review, Subdivision and Cluster Development Regulations to match the Zoning Ordinance amendments adopted at Town Meeting.

Joyce Blue stated that she is in favor of pursuing the possibility of purchasing tablets for the Selectmen to reduce the use of paper. Ed Reilly stated that the purchase must be justified and that the cost of paper should be reviewed. Dick Fortin indicated that costs could be reduced by not copying all documents for the Board.

Joyce Blue noted that the Board had discussed the possibility of paying off the grader lease early and requested that a payoff figure be obtained for early 2023.

The Board discussed holding a work session once per month to work on a Capital Project listing with associated budgets. The Board scheduled March 21<sup>st</sup> at 2 pm and April 13<sup>th</sup> at 1 pm as work sessions.

The Board discussed the status of Willis Bean Road and noted that clarification is needed to determine which portion is a Class 6 road.

Dick Fortin gave an update on the Conservation Commission and the research into Eaton Town Forests. Dick Fortin noted that the Commission's portion of the Land Use Change Tax currently is deposited into a Land Acquisition Fund and noted that the Commission

may change that so that the funds are used for operations. Dick Fortin noted that any donation made to the Commission over \$250 must be approved by the Selectmen prior to acceptance.

Ed Reilly submitted a summary listing of current House and Senate Bills for the Board's review.

Ed Reilly requested that a meeting be held with Sheriff Richardi to discuss tickets and warnings for this upcoming season.

Ed Reilly questioned the status of the Snyder property as it relates to the septic system. Dick Fortin noted that the issue is the size of the tank and that Quddus Snyder should pursue with NHDES to rectify the situation. Joyce Blue noted that a letter should be sent to Quddus Snyder requesting that he contact NHDES.

***At 5:30 pm, Ed Reilly made a motion, seconded by Dick Fortin, to enter non-public session under RSA 91-A:3 II(c). Motion carried by roll call vote (Joyce Blue-Yes, Dick Fortin-Yes, Ed Reilly-Yes).***

***Joyce Blue made a motion, seconded by Ed Reilly, to adjourn the non-public session and return to public session. Motion unanimously carried.*** The Board reconvened public session at 5:50 pm.

***Ed Reilly 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 (Joyce Blue-Yes, Dick Fortin-Yes, Ed Reilly-Yes).***

Signature items included MS-232 Report of Appropriations Actually Voted and Memo to Timothy Scott of NH E-911 regarding a primary dispatch change.

Donald Hersey submitted a Building Permit Application for solar roof shingles at 435 Stewart Road (R09-009). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202143).

The Board reviewed an email from NHMA legal counsel regarding acceptance of donations by the Conservation Commission. It was noted that a letter can be obtained from the IRS regarding documentation to the donor to claim a tax exemption.

NH Municipal Association submitted Legislative Bulletin #12.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:18 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**March 21, 2022**

A duly-noticed special meeting of the Board of Selectmen took place on Monday, March 21, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 2:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$212,816.43 for 4 items.

Steve Larson met with the Board to discuss repairs to the ballot box. The Board agreed to have Steve Arsenault review the ballot box and to inform the Selectmen if there would be any costs for repair. The Board authorized Steve Larson to take the ballot box with him and deliver it to Mr. Arsenault in Wolfeboro.

The Board reviewed a letter from David Smith of the Ossipee Lake Alliance and Matthew Howe of the Green Mountain Conservation Group regarding the proposed gas station in Effingham. The Board will send a letter to the Effingham Planning Board expressing their concern regarding the aquifer and to request that all procedures and protocols be adhered to in order to protect the groundwater.

The Board discussed the status of the Building Committee and determined that the next meeting should be held after a Town Meeting is held at Town Hall to assess whether the current space is adequate.

The Board reviewed a draft spreadsheet to track operating budget, warrant articles and tax impact and a listing of possible capital projects. The Board will continue to formulate a list of possible projects with associated costs.

The Board will hold their next work session on Wednesday, April 13<sup>th</sup> at 1 pm.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 3:16 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**April 5, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, April 5, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 4 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$187,402.88 for 22 items. The Payroll manifest was also reviewed and signed.

Sheriff Richardi met with the Board to review the Deputy patrols for this year. Joyce Blue indicated that the Board would like to see more tickets rather than warnings. Sheriff Richardi noted that he has spoken to the Deputies. The Board reviewed the shifts and Ed Reilly questioned whether more morning shifts could be provided. Sheriff Richardi stated that Mark McConkey has requested to meet regarding the four corners and indicated that he will report back to the Board.

Dennis Sullivan met with the Board to review a draft letter to the Effingham Planning Board regarding a proposed gas station. Dick Fortin questioned whether State Statutes should be referenced. Dennis Sullivan noted that since the Town is noticed for regional impact, only concerns were put forth and that the direct abutters should be citing Statutes. Joyce Blue made a motion, seconded by Ed Reilly, to send the letter to the Effingham Planning Board, Eaton Planning Board and Conservation members and Ossipee Lake Association.

Vince Vaccaro of Tri-Trek Events met with the Board regarding an Application for Parade Permit for a triathlon to be held on June 4<sup>th</sup>. The Board reviewed and approved the application. Joyce Blue signed on behalf of the Board.

Treasurer Sue Jones met with the Board to discuss the upcoming temporary closure of the TD Bank branch utilized by the Town. After review of options including a courier service and digital check readers, the Board opted to monitor the construction progress and assess any issues with Town Clerk Heather McKendry.

Road Agent Richard Heath met with the Board to discuss Highway Department operations and the status of new hire Dan Jones. The Board requested that the request of the shortened probationary period be tabled so that the Board can further discuss the issue. Road Agent Heath noted that Rob Hester should be in Town next week to finish the punch list for the Potter Road bridge and that he is looking for guard rails to repair the other bridge.

Dick Fortin noted that a grill is missing at the Grove and it was noted that the Highway crew will place granite to keep vehicles from driving into the Grove area.

Road Agent Heath reported that he met with Michael Smith of NHDOT who estimated that it would cost \$1 to \$1.5 million to rebuild a mile of road. Road Agent Heath noted that he will obtain cost estimates to lay gravel and then repave the roads.

The Board discussed a 40x40 addition to the rear of the current garage and requested price quotes for concrete walls. Ed Reilly also suggested pricing a larger steel building to replace the current garage.

The Board reviewed the Minutes of March 15, 2022. ***Ed Reilly made a motion, seconded by Dick Fortin, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of March 21, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Dick Fortin noted that the Board tentatively scheduled a property visit in May and questioned whether it should be postponed until June so that the Health Officer can be present.

Dick Fortin explained that Larry Nash has expressed that he wants to retire as Fire Warden. Dick Fortin stated that William Heath has expressed an interest in the position and noted that he was fire training. Dick Fortin will continue working on this matter.

Dick Fortin noted that the sleigh located at the entrance of the Snowville Cemetery is in disarray. It was the consensus of the Board to remove the sleigh.

Dick Fortin explained that Dennis Sullivan has expressed an interest in holding a Joint Board meeting in May and would like to present information on the Conservation Cohorts. The Board scheduled the Joint Board meeting for Monday, May 16<sup>th</sup> at 6 pm.

Ed Reilly offered to work on a draft policy for Town Land Use Permits to include information and concerns expressed by Primex. Dick Fortin stated that he reviewed old Conservation Commission annual reports and noted that the permit was developed for commercial and business entities rather than private groups. Dick Fortin indicated that the Conservation Commission still wants all groups limited to 15 people.

Ed Reilly stated that there is an article in the Bangor Daily News regarding subdivisions in Maine and indicated that the Board should read the article.

Ed Reilly explained that he has been gathering information on the NH Retirement System and will be putting together a packet for review in early June.

Signature items included the 2022 Assessing Services Agreement and Emergency Services Contracts with Freedom and Center Conway Fire Departments.

Marla Browning submitted a Building Permit Application to renew Permit #202014 for a single-family residence at 368 Stewart Road (R09-013-A). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202201).



The Board reviewed tax deed information and signed a Deed Waiver for property on Eaton Road.

The Board reviewed and approved an application for Disabled Tax Deferral.

The State of Maine submitted a Public Notice regarding the Brownfield Comprehensive Plan and requested public comment be submitted by May 4<sup>th</sup>.

Green Mountain Conservation Group submitted information on their upcoming events.

Vegetation Control Service Inc. submitted information on the upcoming vegetation treatment.

Town Clerk/Tax Collector Heather McKendry submitted a draft policy for Returned Checks. The Board will review and discuss this policy at their next meeting.

NH Municipal Association submitted Legislative Bulletins #13-15.

The Board discussed the Town Beach and requested that Elaine Weathers meet with the Board in early May. The consensus of the Board was to return to the pre-covid pass policy and the issuance of passes from Town Hall.

The Board discussed and approved the hiring Heather McKendry to assist with filing of Planning and Zoning Board records.

The Board will review information on the Hatch Pond properties and pursue the scheduling of site visits and Zoning Board applications.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:57 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**April 13, 2022**

A duly-noticed special meeting of the Board of Selectmen took place on Wednesday, April 13, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 1 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$15,857.46 for 15 items. The Payroll warrant was also reviewed and signed.

Signature items included Yield Tax Warrant and Notice of Intent to Cut for Jeffrey Hertel (R10-031).

The Board discussed the request by Road Agent Heath to waive the probation period for health insurance. ***Dick Fortin made a motion, seconded by Joyce Blue, to enforce a three-month probation period for insurance benefits. Motion unanimously carried.***

The Board discussed possible capital projects and costs for review at their next work session.

The Board reviewed an email from Kathy Stewart requesting use of the Town Hall for Valley Pride Day on May 7<sup>th</sup>. The Board recommended that use of the Little White Church be pursued as the facilities are more accessible.

The Board reviewed information on an upcoming salt brine workshop in Madison. The Board will forward the information to the Highway Department.

The Board reviewed information on an upcoming Hazard Mitigation Grant. The Board requested that an email be sent to NH Department of Homeland Security to determine whether this grant would cover costs of surveying for benchmark elevations to correct the FEMA Floodplain maps.

The Board filled out and signed a NHDOT evaluation form for the Potter Road bridge.

***Joyce Blue made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 2:34 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**April 19, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, April 19, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 4 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$4,601.38 for 6 items. The Payroll manifest was also reviewed and signed.

The Board reviewed the Minutes of April 5, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as amended. Motion unanimously carried.***

The Board reviewed the Minutes of April 13, 2022. ***Ed Reilly made a motion, seconded by Dick Fortin, to adopt the Minutes as written. Motion unanimously carried.***

Joyce Blue stated that the Building Committee had discussed renovating downstairs to update the kitchen and install a bathroom. Joyce Blue questioned whether the ARPA funds can be used as it would keep the offices upstairs more secure.

Dick Fortin stated that the 2022 Blueberry Contract with Ryan Bushnell has been amended to reflect the Town receiving 75-cents per pint. The Board reviewed and signed the contract.

Dick Fortin explained that the Conservation Commission is still working on the procedures for accepting donations and submitted protocols for the Board's review.

Dick Fortin stated that he spoke with Center Conway Fire Chief Glenn Merrill regarding Eaton's Fire Warden and noted that during the change of Warden's, two people can serve. Dick Fortin noted that he has not yet spoken to Larry Nash.

Ed Reilly gave an update on the Planning Board and noted that the Board will hold another Public Hearing on the proposed amendments to the Land Use Regulations. Ed Reilly noted that the Board is updating their By-Laws and Rules & Procedures.

***Dick Fortin made a motion, seconded by Ed Reilly, to appoint Stanley Dudrick to the Planning Board for a three-year term. Motion unanimously carried.***

Ed Reilly submitted a draft Regulation for the Use of Town Lands and information from NHMA Attorney Cowal. Ed Reilly noted that according to Primex, once the Town charges for the use of lands, it opens up the Town for liability issues. Dick Fortin suggested requiring a permit and proof of insurance but removing the fee for private individuals. The Board will further discuss commercial use and fees for the use of Town lands. The Board

discussed the picnic tables and grills and will incorporate inspection of the tables each spring into the Policy being developed.

Ed Reilly submitted an update on all pending legislation for the Board's review.

Joyce Blue noted that Horizons has begun survey work for the Church parking lot to pursue Site Plan Review by the Planning Board.

Signature items included a Yield Tax Warrant for Kenneth Cargill (R05-006).

Jamie Rose submitted a Building Permit Application for interior remodel at 21 Thompson Hill Road (R11-039). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202202).

The Board met with Heather McKendry to discuss tax items and the status of a Deputy Clerk. The Board will review the property owner listing in an attempt to find a Deputy.

NHDOT advised that final reimbursement for the Potter Road bridge is being processed in the amount of \$219,123.56.

Action Ambulance submitted the activity report for March 31<sup>st</sup>.

NH Municipal Association submitted Legislative Bulletins #16 and #17.

The Board reviewed information on a NH HSEM grant opportunity and requested that information be sought to determine whether funds could be used for flood elevations to correct the FEMA maps.

The Board reviewed updated information from the Department of Treasury regarding the ARPA funds. It was noted that the Town will pursue using the funds on government services up to the revenue loss amount.

The Board scheduled a work session for May 11<sup>th</sup> at 1 pm.

***Ed Reilly made a motion, seconded by Joyce Blue, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:23 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**May 3, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, May 3, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 4 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$16,512.97 for 16 items.

Elaine Weathers met with the Board regarding the Town Beach. It was noted that the beach attendants will begin work on Memorial Day weekend for weekends and then full-time at the end of June through Labor Day weekend. Elaine Weathers noted that better signage regarding use of the Lake should be considered at the boat launch.

The Board reviewed the Minutes of April 19, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Joyce Blue submitted a letter from the MWV Economic Council inviting the Town to name a representative to the Council. It was noted that no resident has shown interest in serving and that the Council should appoint a representative at-large.

Joyce Blue explained that she contacted David Norton to assist with possible alterations to the Town Hall and noted that she will be meeting with him at 1 pm on Wednesday.

Dick Fortin stated that he inspected the picnic tables and has noted that one table needs work. The Board authorized the purchase of materials to repair the table.

The Board discussed The Grove and missing grill. The Board will remove the fire pit that has been constructed and obtain prices to replace the grill.

Dick Fortin explained that he met with Rick Young at the Snowville Cemetery regarding the stone wall. The Board will obtain an estimate from Michael Callis to repair the stone wall and then discuss the issue with the Cemetery Trustees. Dick Fortin noted that Rick Young filed a complaint regarding two headstones that are not placed in the proper direction. The Board will forward this issue to the Trustees.

Dick Fortin stated that he attended the meeting regarding Route 153 and noted that additional meetings will be held to discuss possible upgrades to the road. Dick Fortin noted that the State has only prescriptive rights and not a deeded right of way.

Dick Fortin stated that Rob Hester finished the punch list at the Potter Road bridge and has ordered parts to repair the other bridge on Potter Road.

Dick Fortin stated that the Highway crew is working on ditching at the top of the ridge on Foss Mountain Road to control the water. It was noted that the Highway crew will be reminded that Foss Mountain Road is a scenic road.

Dick Fortin explained that a resident came to Town Hall for clarification on the new short-term rental regulations and indicated that the allowable number of rental days is not clear and should be reviewed by the Planning Board.

Ed Reilly submitted a description of terms utilized on the assessing property cards for the Board's review.

Signature items included letter to NHDOT regarding required audits and Yield Tax Warrants for Robert Hatch (R09-003) and Brian & Stephanie Lucey (R01-036-D).

Richard Eldridge submitted a Building Permit Application for an addition to an existing shed at 111 Brownfield Road (R03-034-A). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202203).

State of NH submitted a Statement of Remittance for the Qtr 4 Highway Block Grant in the amount of \$8,160.88.

State of NH submitted a Statement of Remittance for the Potter Road bridge in the amount of \$219,123.56.

The Board reviewed information from the IRS regarding donations to the Town and Conservation Commission.

John Border submitted data from the two digital speed signs.

Josif Bicja of Hoyle Tanner Associates requested a final site visit to the Potter Road bridge so that a final report can be submitted to NHDES and the project closed out.

NHMA submitted a listing of priority legislative bills and urged Town officials to contact Representatives.

Cly's Cleanup submitted information on the 2022 rates for mowing Town Hall and the cemeteries. The Board discussed the issue of flags and veteran markers at the cemetery. Cliff Cabral will be contacted to remind his crew to be careful of the veteran markers.

The Board reviewed an email from Bobby Barker and Tim Ostendorf regarding use of their Towle Hill Road property. The Board will conduct research and take the issue under advisement prior to any further discussion.

NH Municipal Association submitted Legislative Bulletins #18 and #19.

The Board rescheduled their next work session for May 17<sup>th</sup> at 3 pm.

***Ed Reilly made a motion, seconded by Joyce Blue, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:08 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**May 17, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, May 17, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 3 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$14,837.31 for 23 items. The Payroll manifest was also reviewed and signed.

The Board reviewed the Minutes of May 3, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Joyce Blue gave an overview of the meeting with David Norton to review Town Hall and suggest possible alterations. Joyce Blue noted that it was suggested that the Town request an energy audit for heat loss and that David Pandora and Fire Chief Glenn Merrill be requested to review the building for compliance with ADA, life safety and fire regulations. Joyce Blue reported that the items discussed were installation of a bathroom downstairs, upgrade to the kitchen and enclosing the handicap ramp with possible rooms on either side.

Due to covid, Joyce Blue asked if the Town Beach could be used for activities otherwise planned to take place at the Little White Church. The Board discussed the current policy and noted that in the past groups have not been permitted to utilize the beach.

Joyce Blue stated that she is researching the cemetery regulations to determine when guidance was adopted on placement of headstones.

Dick Fortin gave an update on the Conservation Commission and noted that the Commission is sponsoring five campers for the Tin Mountain Camp. Dick Fortin noted that one resident withdrew application and inquired about the possibility of contacting the resident about Town recreation funds available. It was the consensus of the Board that the resident should be contacted.

Dick Fortin gave an update on the digital speed signs and questioned the placement of the regulatory speed limit sign. Ed Reilly noted that DOT should be asked as to whether the Town can relocate the sign or whether it must be on the same post as the digital sign.

Dick Fortin questioned whether the Town should purchase a projector for presentations and meetings. It was noted that a projector should be purchased with funds from the Office Equipment Capital Reserve.

Dick Fortin noted that Quddus Snyder installed a new driveway and blocked the drainage on Youngs Road. Dick Fortin explained that Road Agent Stubby Heath has indicated that



a culvert must be installed or the drainage path repaired. Dick Fortin noted that he observed several items that require a building permit at the Snyder residence.

Dick Fortin explained that he received a phone call regarding the stump dump on the Heath property. Dick Fortin noted that the issues are relative to water quality of the Snow Brook and that the property is in current use. Dick Fortin will further research the issue and report back to the Board.

Dennis Sullivan met with the Board regarding the newly developed Conservation Commission website. Dick Fortin noted that the Board's concern is vulnerability and cyber security. Dennis Sullivan explained that the Commission website contains mostly information from the Conservation Cohort presentation and that this site, along with the Foss Mountain and Natural Resource Inventory (NRI) sites, are Google based and utilize their software and security programs. Dennis Sullivan explained that the maps on the NRI site are designed for the Selectmen to view before issuing permits.

Elaine Klose and Victoria Murphy joined the Board to discuss the Snowville Cemetery. It was noted that the Simonds' stones are incorrectly placed according to the regulations. The Trustees noted that the stones should not be altered as they have been there for a number of years. The stonewall between the old and new sections of the Cemetery was discussed. Victoria Murphy will contact Michael Callis to obtain a cost estimate to repair the stonewall. Ed Reilly reported that Sherm DeWitt has requested permission to bury copper tubing near Veteran headstones so that service markers and American flags can be easily placed and protected. It was the general consensus of the Trustees and Selectmen that burying the tubing would be acceptable.

A resident met with the Board regarding his property taxes and agreed upon a payment plan.

Town Clerk/Tax Collector Heather McKendry met with the Board regarding updated office hours beginning on July 1<sup>st</sup>. It was noted that the office will now be open only on Tuesday mornings and evenings.

Tom Gross met with the Board via Zoom to make a presentation and request that the Town be the Municipal Fiscal Agent for a culvert modernization program loan under the NHDES Clean Water State Revolving Fund.

Zach Page met with the Board to inquire as to the requirements of converting his seasonal cabin to a full-time residence. It was noted that a Liability Waiver under 674:41 would be required and that the State would mandate the installation of a septic system. It was also noted that a Certificate of Occupancy from the Town would be required. Dick Fortin noted that winter access would be monitored. Zach Page asked whether he could work on Elbow Hill Road. The Board advised that abutting property owners would have to give consent to work on the road.

Zach & Graciela Page submitted a Building Permit Application to correct the dimensions of a shed approved under Permit #202110 at 15 Elbow Hill Road (R13-010). The Building

Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202210).

Tim & Charline Leonardi submitted a Building Permit Application for a 12x24 in-ground pool at 12 McCormack Lane (R09-011-B). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202204).

Craig Wilson submitted a Building Permit Application for a ground-mounted solar array at 65 Paul Hill Road (R04-010-E). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202205).

Kevin Conklin & Lorraine Bassett submitted a Building Permit Application for a 6x12 shed at 461 Stewart Road (R12-001-H). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202206).

Kevin Conklin & Lorraine Bassett submitted a Building Permit Application for an 8x10 chicken coop at 461 Stewart Road (R12-001-H). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202207).

Richard Eldridge submitted a Building Permit Application for a 14x14 greenhouse at 113 Brownfield Road (R03-034). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202208).

Heather McKendry submitted a Building Permit Application for 6.5x20.7 shed at 210 Brownfield Road (U02-015). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202209).

Signature items included Yield Tax Warrant for Peter & Laura Ferlazzo (R09-012) and Notices of Intent to Cut for Corey Lebeuf (R11-033) and Snowville L&T (R10-011 & 012).

Ed Reilly gave an update on the Planning Board and noted that the Board approved the changes to the Subdivision, Site Plan Review and Cluster Development Regulations after holding a Public Hearing.

NHMA Legal Counsel submitted information on use of land under Current Use for the Board's review.

HSEM Outreach Specialist Judy Emmert submitted information on updates to the Town's website regarding emergency preparedness and offered assistance to the Town.

United States Treasury submitted information on the American Rescue Plan (ARPA) fund program.

Primex and TD Bank submitted information regarding cyber security for the Board's review.

USVLT submitted a notice of annual monitoring of the Town's Foss Mountain Road property.

NH Department of Revenue Administration submitted approval of Eaton's 2021 USPAP Report.

NH Municipal Association submitted Legislative Bulletins #20 and #21.

***Dick Fortin made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 7:28 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**May 18, 2022**

A duly-noticed special meeting of the Board of Selectmen took place on Wednesday, May 18, 2022 at the Potter Road Bridge. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 7 am.

The Board met with Josif Bicja of Hoyle Tanner Associates and Rob Hester of M.E. Latulippe to review the bridge and to close out the construction project.

The meeting adjourned at 7:30 am.

Respectfully submitted,

*Richard Fortin*

Richard Fortin

**TOWN OF EATON, NEW HAMPSHIRE 03832**  
**EVANS MEMORIAL BUILDING**  
**BOARD OF SELECTMEN**  
**May 23, 2022**

A duly-noticed special meeting of the Board of Selectmen took place on Monday, May 23, 2022 at the Evans Memorial Building. Present were Joyce Blue and Dick Fortin. Selectmen Ed Reilly joined the meeting via telephone. The meeting was called to order at 9:55 am.

***At 9:56 am, Dick Fortin made a motion, seconded by Ed Reilly, to enter non-public session under RSA 91-A:3 II(c). Motion carried by roll call vote (Joyce Blue-Yes, Dick Fortin-Yes, Ed Reilly-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 10:22 am.

***Ed Reilly 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 (Joyce Blue-Yes, Dick Fortin-Yes, Ed Reilly-Yes).***

The Board discussed the issue of the stonewall at the Snowville Cemetery. It was noted that Michael Callis does not have insurance, which is required by the Town. Dick Fortin and Ed Reilly volunteered to repair the stonewall.

***Joyce Blue made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 10:26 am.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**June 7, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, June 7, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 4 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$155,396.58 for 25 items. The Payroll manifests and checks were also reviewed and signed.

Kristie and Mark Carbone joined the Board to discuss the knotweed at the Town garage near the bus parking area. Mark Carbone explained that there are products that can be used and that there is an organism that feeds on knotweed that is being tested in several other states. Kristie Carbone noted that the knotweed could be cut, tarped and buried but that method does not completely remove the plant. Dick Fortin questioned the plan to deal with the knotweed on the Town's property. Mark Carbone explained that it will be cut, tarped and that wood chips will be used. Mark Carbone also stated that the granite blocks will have to be moved. Mark Carbone noted that there should also be a plan to address the knotweed throughout Town. Ed Reilly noted that most of the plants are on private property and that education may be the correct way to proceed. Mark Carbone noted that he could get an estimate of costs to address the removal of the plants. Dick Fortin noted that a presentation on the organism would be better for the Conservation Cohort meeting rather than the Selectmen. The Board noted that they will consult with Road Agent Stubby Heath before makes a decision.

The Board reviewed and amended the Minutes of May 17, 2022. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as amended. Motion unanimously carried.***

The Board reviewed the Minutes of May 18, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of May 23, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of the Non-Public Session held on May 23, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Joyce Blue gave an update on the Emergency Operations Plan meeting.

Dick Fortin explained that Jason Schwartz has made inquiries regarding the possibility of camping and installing a dock on land in Current Use. Dick Fortin noted that Jason was advised to review the newest Zoning Ordinance and that NHDES must be contacted

regarding a possible dock. The Board discussed the possibility of storing a seasonal dock on current use land. It was noted that the NHDRA will be questioned regarding the issue of seasonal structures being stored.

Dick Fortin stated that the Conservation Commission would like to write letters to the surrounding camps regarding the use of Foss Mountain. It was the consensus of the Board to authorize the Commission to send letters.

Dick Fortin explained that he received a phone call regarding a stump dump and noted that State Statutes permit them on private property. It was noted that the DRA will be contacted about whether stump dumps are permissible on land in current use.

Dick Fortin updated that Board on the parking area on Foss Mountain. Dick Fortin noted that the cost for the upgrades will be split between the Town for payroll and the Conservation Commission for materials and equipment.

Dick Fortin explained that NHDOT has stated that the official speed limit sign must be installed above the digital sign. Dick Fortin noted that he will contact John Border to have the sign installed correctly.

Ed Reilly questioned the status of the drainage on Youngs Road and Dick Fortin noted that the ditch is back in place. It was also noted that a resident is dumping brush at the turn around.

Road Agent Stubby Heath met with the Board and submitted employee evaluations. It was noted that the Board will meet with William Heath and Dan Jones beginning at 3 pm on Tuesday, June 21<sup>st</sup>.

Road Agent Stubby Heath submitted a letter requesting permission to remove dead standing trees on Foss Mountain Road as they are a road hazard to the general public. ***Dick Fortin made a motion, seconded by Ed Reilly, to approve the request. Motion unanimously carried.***

Signature items included a Fixed Price Agreement for propane with Rymes Propane & Oil and correspondence to Quddus Snyder, Barbara Mallard and Timothy Ostendorf & Robert Barker.

Tara & Stephen Burke submitted a Building Permit Application to amend the shed dimensions on Permit #2021040 to a 10x16 shed on Willis Bean Road (R07-018). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202211).

Ed & Jeanne Reilly submitted a Building Permit Application to demolish a shed at 33 Roberts Road (R10-002). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202212).

Elaine Klose submitted a picture and thank you to the Selectmen for the restoration of the stonewall in the Snowville Cemetery.

The Little White Church and EVPS submitted requests to waive the \$25 fee for mailing labels. ***Dick Fortin made a motion, seconded by Ed Reilly, to waive the \$25 fee for each organization as a one-time action to support their fundraising efforts. Motion unanimously carried.***

NHDRA submitted a Community Action Report for their visits to Town Hall to complete the 2021 Assessment Review.

Center Conway Fire Department submitted information on multiple false alarms for a property on Stewart Road. After much discussion, the Board requested that the property owner receive a bill in accordance with the Private Alarm System Ordinance. The Board also stated that the Fire Departments and Sheriff's Office be contacted to request that information on false alarms be sent as they are received so that contact can be made with property owners on a timely basis.

The Board discussed the outstanding property issues on Hatch Pond and requested that the property owners be contacted to schedule a site visit on Saturday, July 2<sup>nd</sup>, beginning at 10 am. It was also noted that a tentative Zoning Board meeting would be scheduled for Monday July 18<sup>th</sup> for the two property owners.

NH Municipal Association submitted Legislative Bulletins #22 and #23.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 7:10 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner



**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**June 14, 2022**

A duly-noticed special meeting of the Board of Selectmen took place on Tuesday, June 14, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 10:12 am.

The Board discussed the issue of removing a dead tree on private property on Foss Mountain Road. It was noted that an application will be submitted to the Planning Board for public hearing on July 13<sup>th</sup>.

The Board discussed the possibility of hiring a temporary employee to assist with filing. It was noted that the Board will meet with a candidate at their next meeting.

The Board discussed personnel items as it relates to evaluations and budgets.

The Board reviewed an application for Use of Foss Mountain for a wedding ceremony on October 8, 2022. The Board approved the application pending submission of the signed Terms and Conditions by the applicant.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 11:08 am.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**June 21, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, June 21, 2022 at the Evans Memorial Building. Present were Joyce Blue and Ed Reilly. The meeting was called to order at 3 pm. Dick Fortin joined the meeting in progress at 4 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$53,578.10 for 15 items. The Payroll manifest and checks were also reviewed and signed.

The Board met with William Heath and Daniel Jones to review their employee evaluations.

The Board reviewed the Minutes of June 7, 2022. ***Ed Reilly made a motion, seconded by Dick Fortin, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of June 14, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

The Board discussed the removal of knotweed at the Town Garage. Dick Fortin noted that Road Agent Heath is amenable to moving the granite from that area. Ed Reilly asked that it be confirmed there will be no cost to the Town before work begins by the Carbones. The Board agreed that if there are no costs to the Town, work can begin and that the Carbones will be advised that their work should be coordinated with the highway crew and that the knotweed removal cannot interfere with the daily operations of the Highway Department.

The Board discussed the lighting at Town Hall and requested that prices be obtained for solar spot lights for the parking areas.

The Board discussed the issue of storing seasonal docks on land that is in Current Use. It was requested that the Department of Revenue be contacted regarding the issue.

Dick Fortin advised the Board that Road Agent Stubby Heath has ordered the chassis and cab for the 2024 truck replacement as the waiting time for new vehicles is almost a year.

Dick Fortin explained that he received a phone call from Peter Farrell regarding the proposed timber harvest for Snowville L&T. Dick Fortin stated that an agreement with the Allin Family Trust cannot be reached for a temporary change to the Old Perkins Road where it intersects with Bean Road. Dick Fortin noted that Peter Farrell is proposing to utilize the Old Perkins Road and exit onto Brownfield Road. It was noted that approval of all abutting property owners must be obtained prior to any road upgrades.

The Board discussed the issue of winter access and grooming of Willis Bean Road. It was noted that the Board will draft an agreement and meet with Mark & Nancy Watson and Zach Page.

Ed Reilly gave an update on the Planning Board and regulations currently being reviewed for possible amendments.

Signature items included NHDRA PA-28 Request Form and correspondence to Consolidated Communications and Spectrum.

J. Thomas Flavin submitted a Building Permit Application to demolish and replace a 12x24 shed at 134 Glines Hill Road (R03-003). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202213).

Kurt Willson submitted a Building Permit Application for a 36x24 single-family residence and garage on Brownfield Road (R10-007-B). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202214).

The Board reviewed a letter from Quddus Snyder regarding his property on Youngs Road. The Board will review the Current Use map, contact David Pandora to perform an inspection and draft a letter in response to Quddus Snyder addressing each item of his letter.

The Board scheduled a meeting for Thursday, June 23<sup>rd</sup>, beginning at 8 am to install the speed limit sign at the Hartman property and to conduct a drive-by property inspection.

It was noted that Barbara Mallard contacted Town Hall and gave permission to cut trees at the Hatch Cemetery so that the railing can be repaired.

The Board reviewed an estimate from Computer Port to replace computers and monitors for the Town Clerk and Deputy. ***Dick Fortin made a motion, seconded by Joyce Blue, to accept the estimate and to move forward with the computer upgrades by Computer Port. Motion unanimously carried.*** The Board also requested that an estimate be obtained to remove the hard drives from the old computers stored at Town Hall.

The Board reviewed an email from Marilee Enus at UNH regarding knotweed and requested information on how the Town manages the invasive plant. Dick Fortin suggested that UNH be asked to develop a training seminar for highway crews on how to control and maintain the invasive species. It was noted that Dick Fortin will respond to the request for information.

The Board reviewed information from Alpine Design regarding email accounts for all Board members. It was noted that if the Town moves forward with Premium Email, it would be a cost of approximately \$100 per month. The Board will research alternate solutions such as internal email/domain applications prior to moving forward.

The Board reviewed and amended the draft Regulation for Use of Town Lands and Permit Application packet. Dick Fortin questioned whether summer camps can obtain a permit for the summer if the dates are listed on the application. It was the consensus of the Board that a summer permit is acceptable and that an end-of-year report be requested so that usage can be reviewed.

The Board reviewed a notice of Potential Regional Impact from the Town of Conway for development by Kennett Company on Eagle's Way.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:40 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**June 23, 2022**

A duly-noticed special meeting of the Board of Selectmen took place on Thursday, June 23, 2022 beginning at the Evans Memorial Building. Present were Ed Reilly and Dick Fortin. The meeting was called to order at 8 am. Joyce Blue joined the meeting in progress at 8:20 am.

Ed Reilly and Dick Fortin installed the speed limit sign at the Hartman property.

Joyce Blue joined the meeting and the Board travelled to Youngs Road to review the questions raised by Quddus Snyder.

The Board reviewed and voted to deny an Application for Abatement.

The meeting adjourned at 8:50 am.

Respectfully submitted,

*Richard Fortin*

Richard Fortin

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**July 2, 2022**

A duly-noticed special meeting of the Board of Selectmen took place on Saturday, July 2, 2022 beginning at the Evans Memorial Building. Present were Joyce Blue, Ed Reilly and Dick Fortin. The meeting was called to order at 10 am.

The Board met with Tristan and Lisa Wilkins at 2553 Eaton Rd (R4-005) to view the exterior staircase to Hatch Pond. It was observed that the stairs do not meet zoning regulations that stipulate a distance of 125' from the water, requiring application to the Eaton Zoning Board of Adjustment for a Variance. As application has already been submitted, the Wilkins provided a check for the application to meet with the ZBA at the July 18 meeting.

The Board then met with Iiro Lehtinen at his property on Eaton Road (R4-007) regarding his water access to Hatch Pond. The 125' setback was not met, so he was provided with a ZBA Variance application packet and advised of the permit fee required. Iiro Lehtinen noted that he will be traveling when the ZBA meets in July, so will apply for an August meeting instead. The Board also noted the wood holder, a structure which Iiro Lehtinen stated would be removed.

The meeting adjourned at 11:15 a.m.

Respectfully submitted,

*Joyce Blue*

Joyce Blue

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**July 5, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, July 5, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 3 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$12,722.51 for 13 items. The Payroll manifest and checks were also reviewed and signed.

The Board reviewed the Minutes of June 21, 2022. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of June 23, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of July 2, 2022. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as written. Motion unanimously carried.***

Joyce Blue explained that there needs to be clear direction about beach usage for the 4<sup>th</sup> of July picnic. The Board discussed whether the picnic is open to the public or residents and noted that clear protocol will be developed for the beach attendants when there is an event held at the beach.

The Board discussed the question of whether statues are permitted in the cemetery. It was noted that there have been issues of theft and that the regulations do not permit the additional statue. It was the consensus of the Board to deny the request for a statue to be placed at the Eaton Cemetery.

Dick Fortin questioned whether the Joint Board meeting will be rescheduled. The Board set the meeting for Monday, September 19<sup>th</sup> at 6 pm.

Dick Fortin stated that during his research on various issues, he has found that it is valuable for the Board to adopt written policies so that the intent of decisions is stated for future reference.

Dick Fortin explained that Conservation Commission members want to pursue more donations for expenses related to Foss Mountain and are creating table tents to put in local restaurants to solicit donations.

The Board met with Denise Frappier regarding the filing of Planning Board materials. The Board hired Ms. Frappier to begin next week on a part-time, temporary basis.

The Board noted that permission has been granted to cut trees at the Hatch Cemetery so that the railings can be repaired. Dick Fortin and Ed Reilly will be meeting at the Cemetery to cut the trees on July 13<sup>th</sup> at 8 am.

The Board reviewed the policy for accessing the tent stored at the Highway Garage. It was noted that the agreement was that a Selectmen or Road Agent was to be present when the tent was retrieved and returned.

Dick Fortin explained that Peter Farrell has flagged the Old Perkins Road for possible usage during a timber harvest. Dick Fortin stated that based on the terrain of the road, he is not in favor of supporting the use of Old Perkins Road. Dick Fortin suggested that Peter Farrell attempt to gain approval from the Allins to access Bean Road through their property by temporarily reconfiguring Old Perkins Road.

Dick Fortin stated that he contacted NHDES regarding water access to State waters. Dick Fortin explained that DES allows for lake access and a place to sit to watch kids swim.

Dennis Sullivan met with the Board to discuss an incident at the Ephraim Thompson Farm and noted that a report was made with the Sheriff's Department.

John Hedden met with the Board regarding the invoice for false alarms and stated that he would be willing to write tips and suggestions for home owners who have an alarm system. ***Dick Fortin made a motion, seconded by Joyce Blue, to adjust the invoice to \$100 regarding the charges for the false alarms. Motion unanimously carried.***

Michael & Linda O'Neill submitted a Building Permit Application for an 8x24 addition to the barn at 2589 Eaton Road (R04-009-A). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202215).

The Board reviewed, approved and signed Applications for Current Use for David Lovequist (R07-019), Lindsay & Steven Kafka (R01-009) and Upper Saco Valley Land Trust (R09-032).

The Board reviewed the updated Regulation for the Use of Town Lands and associated Permit Application documents. ***Ed Reilly made a motion, seconded by Dick Fortin, to adopt Ordinance #4 Regulation for the Use of Town lands and Permit Application packet. Motion unanimously carried.***

Heather McKendry met with the Board to discuss the position of Deputy Town Clerk and noted that assistance will be needed for the upcoming elections.

***Ed Reilly made a motion, seconded by Joyce Blue, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:08 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner



**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**July 19, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, July 19, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 3:38 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$16,708.37 for 22 items. The Payroll manifest and checks were also reviewed and signed.

Marnie Cobbs, Dennis Sullivan, Heather McKendry and Paul Nuccio met with the Board to discuss the updated website, PayPal and QR code for Foss Mountain. Dick Fortin questioned the QR code security. Heather McKendry stated that the QR code will be checked frequently to verify that it is accurate. Marnie Cobbs explained that all donations go through the PayPal account and then are used for the upkeep of Foss Mountain. Ed Reilly questioned the number of funds held by the Conservation Commission and how those funds are reported to the Town. Marnie Cobbs explained that there are four accounts and that a report is submitted for publication in the Town Report. Marnie Cobbs noted that any donation over \$250 must be approved by the Selectmen but that the Town can vote to authorize the Commission to accept those donations without prior approval of the Selectmen. Dennis Sullivan gave an overview of the Foss Mountain website and noted that the Conservation Commission website has not yet been launched. Dick Fortin noted that the Town must not be exposed to any security risks. Marnie Cobbs stated that she is the only person who is authorized to transfer funds from the PayPal account to the Commission checking account. The Board stated that there should be a second person authorized to transfer funds. Treasurer Suzanne Jones noted that she would be willing to be that designated person. Ed Reilly stated that the procedures should be approved by the auditor and that it should be written down for the files. Marnie Cobbs stated that Dagmar VonSchwerin could process the paperwork and keep track of all the donations. It was noted that record of all transfers should be submitted to the Town Treasurer.

Marnie Cobbs questioned whether the Permit to Use Town Lands is for properties other than Foss Mountain and questioned whether the permit could request donations. Ed Reilly stated that the Board will review the insurance information before making any decisions. Joyce Blue requested that someone from the Conservation Commission meet with the Selectmen periodically to keep the Board informed on the website and donations.

Town Clerk Heather McKendry met with the Board regarding the hiring of Dale Schofield as Deputy. ***Dick Fortin made a motion, seconded by Ed Reilly, to hire Dale Schofield as Deputy Town Clerk/Tax Collector. Motion unanimously carried.***

The Board reviewed and amended the Minutes of July 5, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as amended. Motion unanimously carried.***

Joyce Blue explained that she received a phone call from Ron Cima regarding the logging operation on the Snowville L&T property and noted that a meeting should be scheduled. Dick Fortin stated that he reviewed the road and found that it is steep and wet and stated that he would like to know how the abutting lot was logged in the past. Dick Fortin stated that the Allin property is flagged to show how Peter Farrell would like to temporarily reconfigure the road and that it is a minimal change. Ed Reilly questioned if the road can be upgraded at the wet area. Dick Fortin explained that materials and fabric could be used but that the deed to the Joseph Snow Spring lot must be reviewed to make sure that any upgrades will not violate the terms of the gift to the Town. Dick Fortin stated that the Town is not the only abutter to that road. It was noted that any meeting scheduled regarding use of Old Perkins Road should include all abutters so that all affected parties can be part of the discussion.

Dick Fortin stated that he received an email regarding a possible pizza oven on the Rust property. It was noted that the proposed oven would not meet setback requirements so the owners have not submitted a Building Permit application.

Dick Fortin stated that the dead trees at the Hatch Cemetery have been removed, so the repair of the fencing by Jay Hastings can proceed.

Dick Fortin explained that due to the increased price and lengthy waiting period, dust control will not occur this year. It was noted that the highway crew will be renting a mower to mow the roadsides throughout Town.

The Board discussed the procedures for obtaining and returning the tent at the Highway garage. It was noted that Road Agent Heath indicated that returning the tent after the July 4<sup>th</sup> picnic is permissible without a Selectman present.

Dick Fortin explained that due to changes in federal regulations, Dan Jones will be required to attend training to obtain his CDL license and that the cost will be approximately \$9800 plus 6 weeks off to attend the classes. It was noted that this cost should be considered when establishing next year's budget.

The Board discussed the NH Retirement System and Ed Reilly noted that he will forward documents for the Board's review.

The Board discussed knotweed removal. Ed Reilly gave an overview of how the highway crew removed a patch on Snowville Road.

Ed Reilly gave an overview of the Planning Board and noted that the hearings for the Hertel subdivision and removal of the tree on Foss Mountain Road were both continued until next month.

Ed Reilly explained that he reviewed the Alarm Policy again and noted that the charges are for calls and not based on "if" the Fire Department responds. ***Dick Fortin made a motion, seconded by Ed Reilly, to contact Center Conway and Freedom Fire Departments as the Carroll County Sheriff's Office to request that information on***

***false alarms be forwarded to the Town as they occur so that the Board can address the issue in a timely manner. Motion unanimously carried.***

The Board reviewed a summary report of the Sheriff Department's activity in Eaton. Ed Reilly offered to contact the Sheriff to obtain more detail on the traffic stops.

Signature items included Application for Voluntary Change of Address for Steven Dautrich, correspondence to the Office of Broadband Initiatives and Certificates of Occupancy for Quddus Snyder (R04-027-A) and Richard Lavoie (R11-025-C).

Lorraine Bassett & Kevin Conklin submitted a Building Permit Application for a roof-mounted solar system at 461 Stewart Road (R12-001-H). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202216).

The Board reviewed an inspection letter from Building Inspector David Pandora for the Rose property at 21 Thompson Hill Road (R11-039).

The Board reviewed a letter from Tamar Roberts of Roberts & Greene.

The Board reviewed an email from Mark & Nancy Watson regarding information on google maps. It was noted that the Board will thank the Watsons for bringing this information to their attention and that the Board will further review this issue.

The Board reviewed information from NHMA regarding Class VI roads. It was noted that the Board will meet with property owners on Willis Bean Road to discuss agreements for usage and winter grooming.

Primex submitted information on the distribution of the 2021 Premium Holiday to the Town in the amount of \$499.85.

Carroll County Sheriff's Office submitted Deputy activity information for June.

Granite State Analytical Services submitted water test results for the July testing of Crystal Lake.

The Town of Madison submitted notice of potential regional impact for a proposed development on Bickford Road.

The Board discussed the status of Planning and Zoning Board fees. It was noted that the Board will hold a public hearing on August 16<sup>th</sup> to update application fees.

***Dick Fortin made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:40 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**July 28, 2022**

A duly-noticed special meeting of the Board of Selectmen took place on Thursday, July 28, 2022 at the Evans Memorial Building. Present were Joyce Blue and Dick Fortin. Ed Reilly joined the meeting via Zoom. The meeting was called to order at 10:10 am.

Ed Reilly began the discussion by reading NH RSA 231:150 that essentially states highways shall be annually cut including trees and bushes. Ed Reilly interpreted the RSA as an obligation of Towns to conduct annual mowing. RSA 231:145 was also cited.

RSA 231:158 "Scenic Roads" was reviewed and the tree circumference was acknowledged as a limitation to what trees could be cut. The 1993 Town Warrant Article #7 regarding adoption of Foss Mountain Road as a scenic road was reviewed and no provisions were identified regarding trees smaller than 15 inches in circumference.

After more discussion a motion was made. ***Dick Fortin made the motion, seconded by Ed Reilly, that after reviewing statutes and according to RSA 231:150 to move forward with brush cutting on all officially-designated Scenic Roads in Eaton. Motion unanimously carried.***

The Board then called Dennis Sullivan, Chair of the Planning Board, to inform him of the decision. He had no opposition and appreciated the phone call.

The meeting was adjourned at 10:36

Respectfully submitted,

*Richard Fortin*

Richard Fortin

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**August 2, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, August 2, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 4:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$12,500.77 for 17 items. The Payroll manifest and checks were also reviewed and signed.

The Board reviewed the Minutes of July 19, 2022. ***Ed Reilly made a motion, seconded by Dick Fortin, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed the Minutes of July 28, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Daymond Steer met with the Board regarding Short-Term Rental regulations. Joyce Blue stated that one property owner has received all approvals and that the Board is working with two additional property owners to come into compliance with regulations. Daymond Steer requested that the letters to the property owners be sent to him via email.

Marnie Cobbs met with the Board regarding donations to the Conservation Commission and submitted a report for the Board's review. ***Joyce Blue made a motion, seconded by Ed Reilly, to accept the two donations in excess of \$250.00. Motion unanimously carried.***

Marnie Cobbs questioned the status of Old Perkins Road and the request to utilize the discontinued road for logging. Ed Reilly noted that all affected parties will be invited to attend a meeting to discuss the proposed use of the road. The Board reviewed information from NHMA regarding usage rights of a discontinued road.

Joyce Blue noted that she attended the Current Use training and received a packet of valuable information.

Joyce Blue stated that she reviewed the information on the Retirement System provided by Ed Reilly. Ed Reilly agreed to consolidate and bring to the Board all of the information for further discussion by the Board.

Joyce Blue noted that she has attempted to contact Jay Hastings regarding the rails at the Hatch Cemetery, but has not yet been successful.

The Board reviewed an email from John Hartman requesting authorization to utilize the tent for a private event. Dick Fortin stated that a Selectman should be present when the tent is picked up and returned. ***Ed Reilly made a motion, seconded by Dick Fortin, to***

***permit the use of the tent with the condition that John Hartman be the person putting up and taking down the tent. Motion unanimously carried.***

Dick Fortin explained that Elaine Weathers reported that a triathlon event set up a water station and had dogs in the beach parking lot. The Board will send a letter to the event coordinators stating that they do not have permission to utilize the beach parking lot and that if they have any questions, they can meet with the Board.

Dick Fortin stated that he spoke to the Highway crew regarding the roadside brush cutting and issues with knotweed. Dick Fortin explained that the Highway crew will not cut any knotweed with the mower and that they have been hosing down their equipment if and when they dig up any knotweed.

The Board identified two event tents in Town and questioned whether they require Building Permits.

The Board discussed winter grooming of Willis Bean Road and meeting with the affected property owners. It was noted that a letter will be sent to the property owners.

Dick Fortin explained that he contacted Ed Pliner and Pam Burns regarding the two dead maple trees and was given permission to have them cut by the Highway crew this fall.

Ed Reilly raised the issue of providing training for an employee to obtain a CDL. It was noted that the current federal training requirements were just recently adopted. The Board discussed budget impacts and possible ways to address the costs.

Signature items included a CU-12 Summary of Forest Stewardship Plan for David Lovequist (R07-019).

State of NH submitted a Statement of Remittance for the second payment of the ARPA funds in the amount of \$20,937.94.

NH Municipal Association submitted information on SB401 and the distribution of funds for roads and bridges. It was noted that once these funds are received, the Selectmen will hold a Public Hearing to accept the unanticipated revenues.

The Board reviewed an email from Heather McKendry regarding the payment of bonuses to essential workers.

NH Department of Revenue Administration submitted information on the passage of SB 239 relative to deadlines for submitted the annual audit.

Town of Conway submitted information on the Household Hazardous Waste Collection Day to be held on Saturday, September 24<sup>th</sup>.

The Board reviewed information from NHMA regarding brush cutting on a scenic road.

The Board reviewed the Notices of Decision for the July 18<sup>th</sup> Zoning Board of Adjustment meeting.

***At 5:55 pm, Ed Reilly made a motion, seconded by Dick Fortin, to enter non-public session under RSA 91-A:3 II(c). Motion carried by roll call vote (Joyce Blue-Yes, Dick Fortin-Yes, Ed Reilly-Yes).***

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the non-public session and return to public session. Motion unanimously carried.*** The Board reconvened public session at 6:20 pm.

***Joyce Blue made a motion, seconded by Dick Fortin, 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 (Joyce Blue-Yes, Dick Fortin-Yes, Ed Reilly-Yes).***

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:26 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**August 16, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, August 16, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 4:01 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$228,190.47 for 21 items. The Payroll manifest and checks were also reviewed and signed.

Joyce Blue called to order a Public Hearing to review and amend fees relative to Planning and Zoning Board applications. The Board discussed costs for newspaper and certified notices and payroll that the Town incurs that the application fees should cover. Joyce Blue opened the Hearing for public comment. There being none, the Public Hearing was closed at 4:16 pm. ***Ed Reilly made a motion, seconded by Dick Fortin, to adopt the amended fee schedule, which will be posted as required by State Statute. Motion unanimously carried.***

Joann and Jen Kelly met with the Board regarding their property on Ridge Road and questioned whether there is an issue with the culvert. The Board stated that Road Agent Richard Heath will review the culvert and property and report back to the Board as to methods to resolve any potential issues. Joann Kelly gave permission for Road Agent Heath to enter her property.

Adam Nelson submitted a Building Permit Application for a 40x40 garage at 2213 Eaton Road (R03-026). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202217).

The Board reviewed and amended the Minutes of August 2, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as amended. Motion unanimously carried.***

The Board reviewed the Minutes of Non-Public Session on August 2, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Dick Fortin explained that the Conservation Commission has been working on established Town Forests and have requested authority to have Town Counsel review all the information and advise the Town how to proceed. Dick Fortin also requested that the Town Auditor review all Commission bank accounts to clarify the use of each fund. It was the consensus of the Board to authorize Dick Fortin to solicit assistance from Town Counsel and Auditor.



Dick Fortin explained that Alice Williams has questioned why the fire pond at the corner of Stewart and Foss Mountain Roads is not in use. The Board will further research the history of this fire pond.

Dick Fortin questioned the placement of signs at the beach for private businesses. It was noted that the Board has not permitted this in the past.

Ed Reilly gave an update on the Planning Board and the applications reviewed. Ed Reilly stated that Planning Board members asked about the gas station in Effingham and questioned whether the Town should be more involved.

Ed Reilly noted that he will continue to research and clarify when Board members should recuse themselves as Dennis Sullivan wants to continue the discussions on this issue.

Ed Reilly questioned whether the Board should consider removing the port-a-potties at the beach. Joyce Blue noted that the units have been at the beach since the early 1990s and should continue to be available for the summer seasons.

State of NH submitted a Statement of Remittance for the Quarter 1 Highway Block Grant payment in the amount of \$12,896.16.

State of NH submitted a Statement of Remittance for the Highway Block Grant Aid distributed under SB401 in the amount of \$36,222.20. NHDOT sent notification of the grant payment with information on how the funds were apportioned. The Selectmen will hold a Public Hearing to accept the unanticipated revenue on September 6<sup>th</sup> at 4 pm.

NHDOT submitted the FY2023 Highway Block Grant payment schedule.

NHDHHS Bureau of Elderly & Adult Services submitted information on available services and requested contact information for their resource listing.

Carroll County Sheriff's Office submitted Deputy activity sheets for July.

The Board reviewed information on a donation received by the Conservation Commission. ***Joyce Blue made a motion, seconded by Ed Reilly, to accept the donation to the Foss Mountain Fund in the amount of \$275. Motion carried with Dick Fortin abstaining.***

Signature items included a permit and correspondence to Michael Kent & Steven Farrell.

Michael & Jennifer Rust submitted a Building Permit Application for an 8x16 deck and stairs at 5 Ridge Road (U01-024). The Building Permit application was reviewed and denied by the Board of Selectmen as the proposed deck and stairs do not meet side setbacks. The Board noted that the applicant can apply to the Zoning Board for a Special Exception under Article VI to expand a non-conforming structure.

Michael & Jennifer Rust submitted a Building Permit Application for a 30x30 pizza oven at 5 Ridge Road (U01-024). The Building Permit application was reviewed and denied by the

Board of Selectmen as the proposed structure does not meet the side setbacks and front & rear setbacks were not provided. The Board noted that the applicant can apply to the Zoning Board for a Variance.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:57 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**September 6, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, September 6, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 3:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$26,411.71 for 21 items.

Moderator Stephanie Mathurin, Deputy Town Clerk Dale Schofield and Thaire Bryant met with the Board to discuss the September 13<sup>th</sup> elections.

Dustin Bachelder met with the Board regarding bear hunting on Town property. The Board reviewed and signed the Permit to Bait Wildlife application to be sent to NH Fish & Game.

At 4:04 pm Joyce Blue called to order a Public Hearing regarding the acceptance of unanticipated revenue from the State of NH. Joyce Blue explained that the town Has received \$36,222.20 as a Highway Block Grant to be used in addition to the operating budget of the Highway Department. Joyce Blue opened the Hearing for public comment. Road Agent Richard Heath indicated that he would use the funds for additional gravel and road maintenance. There being no further comment, the Public Hearing was closed at 4:09 pm. ***Dick Fortin made a motion, seconded by Ed Reilly, to accept the funds to be used for road maintenance. Motion unanimously carried.***

Ed Reilly questioned the status of the culvert at the Kelly property on Ridge Road. Dick Fortin explained that a laser was utilized and that there appears to be an obstruction in the culvert. Road Agent Heath stated that the culvert will be assessed during highwater flow and that the sink hole in the yard will be fixed as it is a Town culvert.

David Lovequist met with the Board regarding the Moses Schoolhouse lot on Willis Bean Road and noted that he will be repairing the existing structure. The Board advised that a Building Permit for repairs will be needed to proceed.

The Board reviewed the Minutes of August 16, 2022. ***Dick Fortin made a motion, seconded by Joyce Blue, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed a list of residents to serve as alternates on the Zoning Board of Adjustment. ***Joyce Blue made a motion, seconded by Dick Fortin, to appoint the following residents as Zoning Board alternates: Greg Grinnell (3 year term), Dick Dole (3 year term), Mark Griffin (2 year term) and Joel Wasserman (2 year term). Motion unanimously carried.***

The Board confirmed that they will be meeting with Building Inspector/Health Officer David Pandora on Thursday, September 15<sup>th</sup>, at 4 pm to conduct a property inspection.

Dick Fortin explained that he spoke with Fire Chiefs Glenn Merrill and Rob Cunio and was advised that the Fire Department sends someone to a property regardless of the alarm status. The Board will send a copy of Eaton's Private Alarm Ordinance to each of the Fire Departments.

Dick Fortin stated that Heather McKendry requested that the Board consider donating one of the Town's old computer monitors to Tin Mountain. ***Dick Fortin made a motion, seconded by Ed Reilly, to donate one monitor to Tin Mountain. Motion unanimously carried.***

Dick Fortin explained that the entrance sign at the beach needs to be rebuilt and that the wording should be revised and larger. It was noted that Dick Fortin will work on the sign.

Dick Fortin explained that he has viewed the three welcome signs and noted that the one located on Brownfield Road is beginning to peel. The Board will review the sign again in the spring for possible replacement and relocation to a shadier location.

Dick Fortin gave an overview of the condition of the Town garage and noted that the wall surrounding the garage doors needs to be straightened and that there are holes that should be fixed and insulated. ***Ed Reilly made a motion, seconded by Joyce Blue, to authorize Dick Fortin to work on the Town Garage with possible funding to come from the Building Capital Reserve fund. Motion unanimously carried.***

The Board reviewed a Grant Application by the Conservation Commission to the Wilson Conservation Trust for \$5,000 to maintain Foss Mountain in memory of Nancy Burns.

The Board reviewed and revised a notice to be sent to Zach Page and Mark & Nancy Watson regarding winter access to their properties. The Board requested that the notice be emailed as revised.

Dick Fortin explained that he and Marnie Cobbs met with the Auditor to review donations and procedures and that information on the Town Forest has been sent to Town Counsel to review.

Dick Fortin explained that he has gathered information on the existing fire pond for Alice Williams and noted that the old fire pond on Stewart Road was abandoned because of costly upgrades and the local Fire Departments preferred the Heath property for the pond.

Ed Reilly submitted a summary report on the Sheriff's Department activity for the year to date. The Board discussed the activity related to a bicycle event in June and noted that they will send the event sponsors a letter.

***Joyce Blue made a motion, seconded by Ed Reilly, to ratify the following items signed out of session: Payroll warrant dated August 29<sup>th</sup> and MS-535 Financial Report. Motion unanimously carried.***

Signature items included a permit and Management Representation letter to Roberts & Greene.

The Board reviewed an engagement letter from Roberts & Greene for three years of audit services. The Board requested that a new letter be requested for one year of service.

Kirk Roberts submitted a Building Permit Application to demolish three sheds and interior remodel of the mobile home at 2878 Eaton Road (R05-035). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202218).

Corey Lebeuf submitted a Building Permit for a 24x36 single-family residence over a two-car garage at 3 Old Portland Road (R11-033). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202219).

Daniel Brooks submitted a Building Permit Application for a 12x20 canvas car port at 2915 Eaton Road (R05-026). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202220).

The Board reviewed a request to hold a Regional Ambulance Meeting on Monday, October 24<sup>th</sup> at 6:30 pm at the Freedom Town Hall to review call numbers and set the next year's ambulance rates for each Town.

NHDES submitted clarification on the disposal of grey water for review by all Health Officers.

Action Ambulance Service submitted activity reports through July 31, 2022.

Starting Point submitted information on services provided to Eaton residents and a request for funding of \$3,772 in 2023.

The State of NH submitted information on the new Paid Family & Medical Leave plan effective January 1, 2023.

Granite State Analytical Services submitted water test results for the August testing of Crystal Lake.

The Town of Wolfeboro submitted a Regional Impact Notice for a wireless communications tower Public Hearing by the Wolfeboro Planning and Zoning Boards.

Town Counsel submitted information on the 2022 Legislative update for the Board's review.

The Board reviewed the 2022 MS-434 Revised Estimated Revenues report.

***Dick Fortin made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:48 pm.

Respectfully submitted,  
*Lianne Boelzner*  
Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**September 13, 2022**

A Special Meeting of the Board of Selectmen took place on Tuesday, September 13, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 11:00 am.

The Board reviewed checks and signed the Accounts Payable manifest for \$7,888.07 for 12 items. The Payroll manifest and checks were also reviewed and signed.

Joyce Blue questioned the status of moving the Town's website to a ".gov" domain. It was noted that materials are being reviewed to move forward with the Town's current website provider.

The Board reviewed topics for the agenda of Monday's Joint Board Meeting. The Board reviewed information from NHDES regarding shoreland accessory structures and water access structures.

David Lovequist submitted a Building Permit Application for renovations of an existing non-conforming structure on Willis Bean Road (R07-017). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202221).

David Lovequist submitted a Building Permit Application to renew Permit #202124 for a shed at 67 Willis Bean Road (R07-019). The Building Permit application was reviewed, approved and signed by the Board of Selectmen (Permit #202222).

Dick Fortin gave an update on the Conservation Commission and noted that a work session on Foss Mountain will be held in October. Dick Fortin noted that the Auditor has indicated that the Town Treasurer must be involved in all financial activities of the Commission.

Ed Reilly noted that the Board should begin work on the 2023 budget and start discussions on possible projects for next year. Joyce Blue noted that discussions should begin at the second Board meeting in October. Dick Fortin gave an update on the condition of the Town garage and what will be required to close up the structure to keep the heat costs down.

The Board reviewed an estimate from Precision Applications for insulation of the Town garage.

The Board reviewed a request from Paul Holloway for a report of assessing information and noted that the standard fee of \$25 should be assessed and paid prior to release of the information.

Carroll County Sheriff's Department submitted the August Deputy activity reports. Ed Reilly submitted a summary report for the Board's review.

The Board reviewed information from Foundation Source regarding a possible donation to the Conservation Commission. The information will be forwarded to Counsel for review.

The Board reviewed a draft letter to New England Endurance Events regarding the Sea To Summit Triathlon. The letter will be revised for signature at the next meeting.

Road Agent Richard Heath met with the Board to discuss Highway Department operations.

***Dick Fortin made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 2:34 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner



**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**September 15, 2022**

A Special Meeting of the Board of Selectmen took place on Thursday, September 15, 2022 beginning at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. Also present was Building Inspector/Health Officer David Pandora. The meeting was called to order at 4:00 pm.

The Board left Town Hall to perform a property inspection on Elbow Hill Road. David Pandora inspected various systems, including electrical, water and waste disposal. After performing a inspection of the residence and outhouse, David Pandora concluded that issuance of a Certificate of Occupancy is appropriate as all systems meet NH requirements.

The Board then proceeded to the Town garage to inspect the roof in anticipation of insulation. David Pandora will research the snow load requirements and report back to the Board.

The meeting adjourned at 5:29 pm.

Respectfully submitted,

*Richard Fortin*

Richard Fortin

**TOWN OF EATON, NEW HAMPSHIRE 03832**  
**EVANS MEMORIAL BUILDING**  
**BOARD OF SELECTMEN**  
**September 20, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, September 20, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 3:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$8,488.30 for 10 items.

The Board reviewed and selected by drawing names, two alternate Zoning Board members to become regular members. ***Ed Reilly made a motion, seconded by Joyce Blue, to appoint John Border and Stanley Dudrick as regular members of the Zoning Board of Adjustment for a term of three years. Motion unanimously carried.***

***Joyce Blue made a motion, seconded by Ed Reilly, to appoint Planning Board members Stanley Dudrick and Judith Wilson for a term of three years and Kevin Conklin for a term of one year. Motion unanimously carried.***

The Board reviewed the Minutes of September 6, September 13 and September 15, 2022. ***Joyce Blue made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Joyce Blue stated that the Joint Board meeting was beneficial to all the Board members and that it should be held annually.

Dick Fortin explained that he has begun work on the Town garage and has sealed the holes in the wall. Dick Fortin stated that the Board should look into options to move forward with insulating the building and noted that David Pandora will be submitting snow load information.

Dennis Sullivan met with the Board to discuss event tents and the Selectmen's thoughts for a possible Zoning Ordinance amendment. Joyce Blue suggested putting a time limit on tents for private residences and require businesses to obtain a permit for the season.

Ed Reilly submitted the Planning Board's "To Do" list for the Select Board's review and noted that the Planning Board will be reviewing the first draft of the Home Occupation/Home Business amendment.

The Board discussed the issue of winter grooming. It was noted that the estimate for legal costs to draft up the agreement is approximately \$250 to \$300. The Board will send this information to the affected property owners.

Signature items included engagement letter from Roberts & Greene for audit services for 2022 and correspondence to Atty. Frank Spinella and New England Endurance Events.

Susan Carlson submitted a Building Permit Application for a generator on a 30x50 inch concrete pad at 2 Hampton Lane (R07-005). The Building Permit application was reviewed and approved as all setbacks and requirements of the 2022 Zoning Ordinance have been met. The Permit was signed by the Board of Selectmen (Permit #202223).

Brian & Stephanie Lucey submitted a Building Permit Application for a rooftop solar system at 288 Cove Road (R01-036-D). The Building Permit application was reviewed and approved as all required documents have been submitted. The Permit was signed by the Board of Selectmen (Permit #202224).

George Doxon requested information on operating a short-term rental in Eaton. It was noted that Mr. Doxon was directed to review the 2022 Zoning Ordinance and that approvals by the Zoning and Planning Boards would be required.

The Board reviewed an email from the UNH training center requesting input on the CDL training needs of the Town.

The Board reviewed information from NHDHHS regarding funding for emergency fuel assistance.

Northern Human Services submitted information on services rendered and requested funding in 2023 of \$358.00.

Green Mountain Conservation Group submitted information on upcoming training events.

Town of Conway submitted a Potential Regional Impact notice for a project on White Mountain Highway in North Conway.

The Board reviewed the year-to-date budget report.

The Board discussed the condition of the posted Eaton welcome signs and noted that all three signs will be reviewed in the Spring.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 5:44 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**October 4, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, October 4, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 4:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$241,762.66 for 18 items.

The Board reviewed the Minutes of September 20, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

***Joyce Blue made a motion, seconded by Ed Reilly, to ratify the following items signed out of session: Payroll Manifest and checks (week end 9/25/2022). Motion unanimously carried.***

Joyce Blue noted that the Little White Church will be meeting with the Planning Board on October 12<sup>th</sup> regarding the proposed parking lot.

Dick Fortin stated that he viewed the Portnoy's chicken coop and could not see anything new to the structure.

Ed Reilly requested that the inspection report for Zach Page's property be obtained so that a Certificate of Occupancy can be issued. Ed Reilly noted that the Board should further investigate the status of the road and send it to Town Counsel for review. Dick Fortin noted that the status of the vehicle registration should also be addressed.

Ed Reilly noted that the Board should discuss possible replacement of the Town garage before working on the existing structure. Dick Fortin noted that he will be meeting with Paul Hennigan for input as to what upgrades could be done for this winter. The Board reviewed information submitted by Morton Buildings.

Steven Farrell submitted a Building Permit Application to replace a generator on a 3'x5' crushed stone pad at 37 Woodland Acres Road (R05-014). The Building Permit application was reviewed and conditionally approved as setbacks were not shown on the plan. The Permit will be signed by the Board of Selectmen out of session once the setbacks are shown on the application.

James & Jennifer Donato submitted a Building Permit Application for a single-family residence on Thurston Pond Road (R04-011-E). The Building Permit application was reviewed and approved as all setbacks and requirements of the 2022 Zoning Ordinance have been met. The Permit was signed by the Board of Selectmen (Permit #202226).

The Board reviewed an email from Mark & Nancy Watson regarding a formal agreement to winter groom Willis Bean Road. Dick Fortin noted that when permission was granted originally, the Board stated that after one year of observation the issue would be further discussed.

The Board reviewed information regarding CDL-A training.

The Board reviewed an email from Stephanie Mathurin regarding elections and the need for an additional voting booth. **Ed Reilly made a motion, seconded by Dick Fortin, to purchase a desk-top divider. Motion unanimously carried.**

The Board reviewed information from NHMA legal counsel regarding the Zoning Board. It was noted that clarification should be requested on the issue of expert testimony.

The Board reviewed information on transferring the Town's website to a ".gov" domain. It was noted that the issue of emails should be researched.

The Board reviewed information from Atty. Barbara Loughman regarding Eaton's Town Forest. Dick Fortin explained that a Warrant Article will be needed to include the remaining parcels of land into the designation of Town Forest.

Town Clerk Heather McKendry met with the Board to discuss the position of Town Clerk/Tax Collector.

The Board discussed the installation of temperature sensors for Town Hall and noted that Pope Security has estimated the cost of installation to be approximately \$500-\$600. **Dick Fortin made a motion, seconded by Ed Reilly, to move forward with installation of the sensors. Motion unanimously carried.**

**Dick Fortin made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.** The meeting adjourned at 6:16 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**October 18, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, October 18, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 3:30 pm.

***At 3:30 pm, Joyce Blue made a motion, seconded by Ed Reilly, to enter non-public session under RSA 91-A:3 II(c). Motion carried by roll call vote (Joyce Blue-Yes, Dick Fortin-Yes, Ed Reilly-Yes).***

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the non-public session and return to public session. Motion unanimously carried.*** The Board reconvened public session at 3:43 pm.

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

The Board reviewed checks and signed the Accounts Payable manifest for \$19,538.58 for 20 items.

The Board reviewed the Minutes of October 4, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

***Dick Fortin made a motion, seconded by Joyce Blue, to ratify the following items signed out of session: Payroll Manifest and checks (week end 10/9/2022), Building Permit #202225 For Steven Farrell and MS-1 Summary Inventory of Valuation. Motion unanimously carried.***

Heidi and Don Field joined the Board to discuss the South Eaton Meetinghouse ownership. Heidi Field explained that John Border did extensive work on the property boundaries as Towle Hill Road in 1844 was in a different location. It was noted that further deed research will be performed before deciding how to move forward.

Road Agent Richard Heath met with the Board to discuss Highway Department operations and the Town garage. Road Agent Heath noted that he will be purchasing under drain materials for Towle Hill Road from the Highway Block Grant funds.

Joyce Blue explained that the Planning Board conditionally approved the parking area for the Little White Church and noted that one condition is that the Selectmen work with Town

Counsel on the possible liability of a walkway over Town land at the cemetery. It was noted that Town Counsel will be contacted to obtain a legal opinion on the matter.

Joyce Blue announced that she will not be running for another term as Selectman.

Joyce Blue noted that she reviewed the submitted information on Town Forests. Dick Fortin explained that he has found additional deeds and that a Warrant Article will be developed for Town Meeting.

Mark Watson met with the Board regarding Class 6 roads as it relates to snowmobiles. Dick Fortin noted that he has been researching roads to determine whether they are Class 6 or discontinued. Mark Watson stated that a Class 6 road is being plowed by a non-employee and questioned whether there is a written agreement with the Town and a provision in place should there be damage to the road surface. Mark Watson submitted information from the Master Plan and Selectmen Minutes from February 2016 which deals with access for snowmobiles. Mark Watson noted that if a Class 6 road is plowed, it should be sanded and have a sign that the road is non-passable. The Board will research the history of a Class 6 road being maintained by a private citizen.

Dick Fortin noted that the Conservation Commission has received two \$5000 grants, one from the Stewart Wilson Foundation and the second from the Working Theory Charitable Foundation. ***Ed Reilly made a motion, seconded by Joyce Blue, to authorize the Conservation Commission to accept the two grants. Motion unanimously carried.***

Zach Page submitted a Building Permit Application for a 72x52 compost stall structure at 15 Elbow Hill Road (R13-010). The Building Permit application was reviewed and approved as all setbacks and requirements of the 2022 Zoning Ordinance have been met. The Permit was signed by the Board of Selectmen (Permit #202227).

Zach Page discussed the status of Elbow Hill Road and noted that he would like to limit vehicular travel on the road. Dick Fortin stated that he is researching the road. Zach Page noted that he is still interested in pursuing winter grooming of the road for access and is willing to pay the estimated \$350 in legal costs. It was noted that the Board would seek clarification on the liability issue before pursuing the agreement for grooming.

Dick Fortin gave an update on the Conservation Commission and the blueberry fields. Dick Fortin explained that the proposal is to split the fields into two sections with Ryan Bushnell harvesting two sections and finding a new harvester for the remaining sections. Dick Fortin explained that Paul Nuccio is walking the Town lands and using GPS to draw out the lots with a narrative of blazing/markings and property conditions.

Ed Reilly gave an update on the Planning Board and recommended that the Select Board review the Hard Road to Travel book regarding requirements of walkways. Ed Reilly noted that there was an issue raised by a member of the Planning Board about removal of earth in front of the cemetery to make room for a sidewalk. Ed Reilly also reported that a member of the Planning Board suggested that plans for the parking lot go forward without the addition of a sidewalk.

The Board reviewed a picture of a fireplace on Thurston Pond Road. It was noted that a letter will be sent to the property owner explaining that a Building Permit is required for the structure.

Dick Fortin explained that David Condoulis has been working with a property owner on Ridge Road to divert the run-off that now crosses the road. It was noted that Dick Fortin will work with David Condoulis in an attempt to rectify the situation.

Signature items included a permit and State of NH Election Warrant.

The Board reviewed an email from Timothy Ostendorf regarding storage of trailers. The Board will send a letter to the property owner.

The Board reviewed an email from Timothy Ostendorf regarding a barking dog. It was noted that the Town does not have a noise ordinance. It was also noted that the Town's animal control officer has retired and that the Board needs to pursue hiring a new ACO.

The Board reviewed an email from Timothy Ostendorf regarding signs on Towle Hill Road. Dick Fortin noted that he drove on Towle Hill Road and did not observe any signs.

The Board reviewed an email from NH Municipal regarding exemption from payment of the Land Use Change Tax.

The Board reviewed information from John Hedden regarding the management of security systems during renovations. It was noted that a handout will be created to be given to residents when renovating their homes.

Carroll County Sheriff's Office submitted Deputy activity reports for September patrols.

HealthTrust submitted a renewal packet for 2023 health insurance rates.

Primex submitted renewal information and rates for next years' Property & Liability Insurance, Workers' Compensation and Unemployment Compensation coverage.

It was noted that the Select Board will be meeting for a regional Selectmen's Meeting regarding ambulance service rates on Monday, October 24<sup>th</sup>, at 6:30 pm at the Freedom Town Hall.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:40 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner



**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**November 1, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, November 1, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 3:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$15,768.61 for 15 items.

Moderator Stephanie Mathurin met with the Board to review the General Election workers and procedures.

The Board reviewed the Minutes of October 18, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

***Dick Fortin made a motion, seconded by Ed Reilly, to ratify the following item signed out of session: Payroll Manifest and checks (week end 10/23/2022). Motion unanimously carried.***

Joyce Blue gave an overview of the Regional Ambulance Meeting held on Monday, October 26<sup>th</sup>, and noted that the extension of the contract with Action Ambulance is being discussed.

Joyce Blue explained that the Little White Church received conditional Site Plan Review approval from the Planning Board and that NHDOT has been reviewing the proposed driveway and walkway.

John Border and Stan Dudrick met with the Board regarding the Carroll County Communications District draft agreement and Public Hearing scheduled for December 6<sup>th</sup>. John Border noted that South Eaton will not be receiving internet immediately as installation is contracted by telephone exchange and the 539 exchange is not scheduled for this year. Ed Reilly questioned the language for the Town Meeting Warrant Article and Stan Dudrick noted that he will ask at the District meeting for draft language. John Border stated that given the installation activity within Eaton, the Town may want to drop out of the District.

John Border reviewed the digital speed sign data for June through October.

Dick Fortin stated that he reviewed the information from John Hedden on how to handle home alarm systems during home remodeling. Dick Fortin suggested that the Board move forward with creation of a handout.

Dick Fortin explained that the Conservation Commission has been reviewing monies generated through timber harvests to determine how much money should be moved from the Forest Management fund to the operating account. Dick Fortin noted that the Commission is reviewing the issue of low interest rates at the Bank of NH and may move the accounts to TD Bank.

Dick Fortin stated that he has received phone calls regarding the “No Parking” sign at the end of Potter Road. Dick Fortin noted that it is difficult for the plow trucks to move snow when vehicles are parked at that location. Ed Reilly noted that perhaps the sign could be amended to state “No parking during winter storms.” The Board will discuss the issue further with Road Agent Heath.

Dick Fortin encouraged the Board to discuss further the issue of joining the NH Retirement System as the employees are losing money in the IRAs.

***At 5:10 pm, Joyce Blue made a motion, seconded by Ed Reilly, to enter non-public session under RSA 91-A:3 II(c). Motion carried by roll call vote (Joyce Blue-Yes, Dick Fortin-Yes, Ed Reilly-Yes).***

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the non-public session and return to public session. Motion unanimously carried.*** The Board reconvened public session at 5:22 pm.

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

Ed Reilly asked about which medical insurance plan the Town offers to the staff.

Ed Reilly submitted the summary report of the Sheriff’s Department patrols through September.

Dick Fortin noted that the white stop line at the four corners is no longer visible and requested that the State be asked to repaint the lines.

Eugene Long met with the Board regarding an Annual Law Enforcement event held at his property on November 11 through November 13.

Signature items included Home Business Certificate of Occupancy for Kevin Conklin & Lorraine Bassett (R12-001-H) and correspondence to Brian Hand.

State of NH submitted a Statement of Remittance for the Quarter 2 Highway Block Grant Aid in the amount of \$12,896.16.

David Pandora submitted information on the Highway garage roof.

NHMA submitted information on the disposition of legal files. The Board requested that all Eaton legal files held by NHMA be returned to the Town.

White Mountain Community Health Center submitted information for the 2023 funding request of \$818.00.

GMI Asphalt submitted a proposal for roadwork on all paved roads in Town.

The Town of Conway submitted information on a Carroll County Local Welfare group. The Board opted not to join this group.

The Board reviewed information from Town Counsel regarding liability of road issues.

***Dick Fortin made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:28 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

## **EVANS MEMORIAL BUILDING**

### **BOARD OF SELECTMEN**

**November 8, 2022**

A Special Meeting of the Board of Selectmen took place on Tuesday, November 8, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 11:00 am.

The Board reviewed checks and signed the Accounts Payable manifest for \$17,072.71 for 13 items. The Payroll manifest and checks were also reviewed and signed.

Ed Reilly gave an update on the Planning Board and the proposed Zoning Ordinance amendments being developed for adoption at Town Meeting.

Joyce Blue stated that she has been working on the Capital Project summary and noted that the Board can review and obtain estimates to update the spreadsheet.

Dick Fortin stated that he has found motion-detection solar lights and suggested purchasing two for the Town Hall parking lot.

Dick Fortin explained to Road Agent Richard Heath about the issue with the no parking sign on Potter Road. Road Agent Heath noted that vehicles should not be parking during snow events. It was noted that the sign will be amended to include the "during snow event" language.

Dick Fortin stated that he spoke to David Condoulis regarding the drainage on Ridge Road and noted that the property owner is willing to have the work done to correct the issues.

Dick Fortin explained that he worked with Rick Young on the designation of roads and requested that Road Agent Heath mark where the existing turn-arounds are located and also which portions of roads are only summer maintained.

The Board discussed the submitted cost estimate for work on the paved Roads and asked whether it makes sense to do the work in sections. Road Agent Heath noted that the costs could be higher because the submitted estimate takes into account bulk prices.

The Board reviewed the cost estimate for the new truck and noted that the total cost will be approximately \$170,000 next year.

The Board discussed preparing a letter to the Watsons regarding the plowing of discontinued and Class 6 roads as covered by RSA 231:50. The Board discussed the status of Lary Road and noted that the court documents should be reviewed. Dick Fortin noted that the only vote necessary is for discontinuance of a road and that a road automatically becomes Class 6 if the Town does not maintain it for 5 years or more.

Dick Fortin explained that he reviewed all the correspondence regarding the proposed walkway by the Church and noted that NHDOT indicated that due to the run off, a gravel walkway could be problematic. Joyce Blue stated that the Church Board has not yet met but that the solution could be to not install a walkway. Dick Fortin stated that he is concerned about the liability of getting people from the parking area to the Church.

Signature items included the December Property Tax Warrant.

S & T Trust submitted a Building Permit Application for a 20x10 lean-to attached to an existing garage at 385 Stewart Road (R09-007). The Building Permit application was reviewed and approved as all setbacks and requirements of the 2022 Zoning Ordinance have been met. The Permit was signed by the Board of Selectmen (Permit #202228).

The Board reviewed information from Zach Branscom of NH E-911 regarding Glines Hill Road. It was suggested that the E-911 map show a limited access and gate notation due to the winter closure of the road. ***Dick Fortin made a motion, seconded by Ed Reilly, to approve the update to the E-911 maps. Motion unanimously carried.***

The Town of Conway submitted the 2023 Lower MWV Solid Waste District cost share calculations.

Ellen White submitted information on the potential Ambulance Agreement extension and requested that each Select Board discuss and vote on whether they are in favor of moving forward with contract extension discussions. ***Dick Fortin made a motion, seconded by Joyce Blue, to move forward with Ambulance Contract extension discussions. Motion unanimously carried.***

The Board reviewed an email from Stephen Burke regarding a permit issued on Willis Bean Road to replace a culvert. The Board will review the Permit packet for further discussion.

Carroll County Sheriff's Office submitted Deputy activity reports for October patrols.

Tri-County CAP submitted information for their 2023 funding request of \$911.00.

The Board reviewed email regarding possible construction on Lary Road. It was noted that a property visit will be scheduled between the Planning Board Chair, Select Board and property owner.

The Board recessed this meeting at 12:50 pm. The Board reconvened at 3:00 pm.

Marnie Cobbs met with the Board regarding grading on Foss Mountain Road and noted that the grading is too close to the maple trees.

The Board reviewed the NH Retirement System.

Trust Fund Trustees Elaine Klose and Jane Gray met with the Board and presented an Investment Policy. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the***

***presented Investment Policy. Motion unanimously carried.*** The Trustees requested that the Selectmen inform the Trustees of cemetery-related issues and any revisions to the Cemetery Regulations. It was noted that there is one head stone laying flat in the Hatch Cemetery that needs attention. The Trustees noted that they will be documenting the names of those at the Hatch Cemetery to establish records.

***Joyce Blue made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 4:45 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**TOWN OF EATON, NEW HAMPSHIRE 03832**  
**EVANS MEMORIAL BUILDING**  
**BOARD OF SELECTMEN**  
**November 15, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, November 15, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 2:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$136,447.98 for 13 items.

The Board reviewed and amended the Minutes of November 1, 2022. ***Ed Reilly made a motion, seconded by Dick Fortin, to adopt the Minutes as amended. Motion unanimously carried.***

The Board reviewed the Minutes of November 8, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Road Agent Richard Heath met with the Board and noted that the fire hydrant on Stewart Road has been repaired. The Board noted that the expenses are to come from the Hydrant Capital Reserve fund.

The Board reviewed the current budget report and began work on the 2023 operating budget. The Board will meet at 3 pm on December 6<sup>th</sup> to continue working on the proposed budget.

Dick Fortin gave an update on the Conservation Commission and current projects. Dick Fortin explained that the Commission will be submitting a Warrant Article to move \$20,000 from the Forest Management fund to the Conservation operating fund. Dick Fortin stated that the Commission will be applying for a grant to upgrade the trail on Foss Mountain. ***Dick Fortin made a motion, seconded by Joyce Blue, to appoint Robin Nuccio to the Conservation Commission and to appoint her as Treasurer of the Commission. Motion unanimously carried.***

Dick Fortin explained that he attended two webinars regarding possible funding for the Highway garage. Dick Fortin noted that there is a grant to assess a building prior to installing insulation.

The Board reviewed pictures of the drainage being installed on Ridge Road. Dick Fortin explained the project and noted that the pictures will be put into the permanent property file for future reference.

Dick Fortin stated that he spoke to Fire Chief Glenn Merrill who indicated that Warden Tom Trask issued a warning for the fire on Stewart Road.

Dick Fortin stated that the solar spot lights for the Town Hall parking area have been ordered and that the Highway crew has installed the post.

Dick Fortin stated that he and Mike Leafe viewed the handicap ramp to determine whether it is possible to add a roof to the existing structure. Dick Fortin stated that he will get prices so that the Board can review the costs.

Ed Reilly gave an update on the Planning Board and the proposed Zoning Ordinance amendments.

Debra Callis submitted a Building Permit Application for an interior remodel at 2315 Eaton Road (U01-003). The Building Permit application was reviewed and approved as all requirements of the 2022 Zoning Ordinance have been met. The Permit was signed by the Board of Selectmen (Permit #202229).

Brian Hand submitted a Building Permit Application for a demo and replacement of a 12x18 deck at 353 Towle Hill Road (R07-007-A). The Building Permit application was reviewed and approved as all setbacks and requirements of the 2022 Zoning Ordinance have been met. The Permit was signed by the Board of Selectmen (Permit #202230).

Signature items included correspondence to NH Motor Vehicles, Agreement & Release for John Perrie (R06-008) and 2022 Equalization Assessment Data Certificate.

The Board reviewed information on State Statutes regarding classifying roads as “highways to summer cottages.”

NHMA submitted information on membership for 2023.

John Border submitted information on the proposed Warrant Article regarding the Communications District. John Border also submitted information on Fidium Fiber installations in Eaton.

***Dick Fortin made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 5:58 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner



**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**December 6, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, December 6, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 3:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$19,583.35 for 23 items. The Payroll manifest and checks were also reviewed and signed.

The Board reviewed the budget report and continued working on the 2023 proposed operating budget.

At 4:10 pm, a Public Hearing was opened to review the proposed Carroll County Communications District Agreement. Matthew Plache, John Border and Stan Dudrick joined the Board for the hearing. Matthew Plache reviewed the Agreement and gave an overview of the District and goals. John Border gave an overview of the current Fidium Fiber project, which started with federal funding. Matthew Plache explained that this District cannot incur debt or impose any taxes and that contributions by any of the Towns involved is voluntary. Matthew Plache explained that the draft Agreement will be reviewed by the Attorney General before each Town places an Article on their Warrant for Town Meeting. There being no public comment, the Public Hearing was closed at 4:52 pm.

***Dick Fortin made a motion, seconded by Ed Reilly, to ratify the Payroll manifest and checks (week end 11/20/22) signed out of session. Motion unanimously carried.***

The Board reviewed the Minutes of November 15, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

The Board reviewed a packet of information submitted by Dick Fortin regarding Class VI and Discontinued Roads. The Board discussed snowmobiles and the grooming of Eaton Roads.

The Board discussed a property on Thurston Pond Road and the possibility of the driveway not meeting the Steep Slope Ordinance. It was noted that Ed Reilly will bring this issue to the Planning Board.

The Board discussed the new "No Parking during winter storm" signs and noted that a clarification should be placed in the Eaton Town column.

Dick Fortin explained that Jonathan Simonds had a timber sale years ago and the public started using one of his skid trails instead of going through the mud on Paul Hill Road. Jonathan Simonds requested that the Town fix the mud hole so the public would stop using

his land. It was noted that the Town cannot spend funds on repairs due to the status of the road.

The Board discussed the culverts installed on Willis Bean Road and noted that a letter will be drafted to the abutters indicating that the culverts were installed under a State permit.

Ed Reilly gave an update on the Planning Board and the proposed Zoning Ordinance amendments.

Pam Burns & Ed Pliner submitted a Building Permit Application for a roof-mounted solar array at 182 Brownfield Road (U02-020). The Building Permit application was reviewed and approved as all setbacks and requirements of the 2022 Zoning Ordinance have been met. The Permit was signed by the Board of Selectmen (Permit #202231).

The Board reviewed a letter from USVLT regarding their tax status. It was noted that formal application will be required for the Board to consider whether they are subject to property taxes.

The Board accepted the resignation of Deputy Town Clerk Dale Schofield with regret.

CASA of NH submitted a funding request for the 2023 fiscal year. It was noted that CASA has been notified that the Town requires a signed petition for funding.

Tri-County CAP submitted information on their program supporting their request for financial support from the Town.

Carroll County Sheriff's Office submitted Deputy activity reports for November patrols.

***Dick Fortin made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:21 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**December 14, 2022**

A Special Meeting of the Board of Selectmen took place on Wednesday, December 14, 2022 beginning at 1 pm. Present were Dick Fortin and Ed Reilly. Also present was Planning Board Chair Dennis Sullivan and Realtor Jim Doucette.

The meeting began at Lary Road for a property visit regarding the Steep Slope and Ridgeline Ordinance. Ed Reilly left the meeting at 1:45 pm. At 2 pm, Dick Fortin, Dennis Sullivan and Jim Doucette left Lary Road.

At 2:15 pm, Dick Fortin and Dennis Sullivan inspected a property on Thurston Pond Road for compliance with the Steep Slope Ordinance.

The meeting was adjourned at 2:20 pm.

Respectfully submitted,

*Dick Fortin*

Dick Fortin

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**December 20, 2022**

The regular meeting of the Board of Selectmen took place on Tuesday, December 20, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 4:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$18,467.78 for 21 items. The Payroll manifest and checks were also reviewed and signed.

Road Agent Richard Heath met with the Board to discuss Highway Department operations and pay rates for the Highway crew for next year.

Thaire Bryant and Paul Hennigan met with the Board regarding their concern over the dwindling number of residents interested in running for elected positions. Thaire Bryant explained that they are proposing a change to a Town Manager type of operation to reduce the workload of the Selectmen. Paul Hennigan submitted a packet of information for review by the Board and gave an overview of RSA 37 which deals with Town Managers. Thaire Bryant submitted a copy of the petition for placement on the Town Meeting Warrant.

The Board reviewed and amended the Minutes of December 6, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as amended. Motion unanimously carried.***

The Board reviewed the Minutes of December 14, 2022. ***Dick Fortin made a motion, seconded by Ed Reilly, to adopt the Minutes as written. Motion unanimously carried.***

Zach Page met with the Board to discuss winter access to his property on Elbow Hill Road. The Board explained that the roads are Class VI and Discontinued and that abutters need to grant permission to groom or work on the road as they own to the centerline of the roadway. Zach Page questioned the possibility of keeping vehicles in the winter parking area on Foss Mountain Road. The Board noted that the Road Agent would have to be part of any discussions before permission would be granted. It was noted that the Town abuts part of the road and the general consensus of the Board is that it would be acceptable for winter grooming of the road.

The Board reviewed an inspection report from David Pandora for Zach Page's residence at 15 Elbow Hill Road (R13-010). The Board issued a Certificate of Occupancy to Zach Page (Permit #2022-06).

Dick Fortin gave an overview of the property visit on Lary Road and noted that there is a fairly flat location for building that would not exceed the permissible slope but indicated that any building must be located a minimum of 75-feet from the property boundary. Dick

Fortin explained that the property on Thurston Pond Road was visited to determine whether slopes on the driveway are in compliance with the Steep Slope Ordinance.

Dick Fortin gave an update on the Conservation Commission and indicated that they are working on the blueberry agreements for next year.

Ed Reilly gave an update on the Planning Board and overview of the Kittredge subdivision application, which has been continued until January 11<sup>th</sup>. Ed Reilly noted that the Public Hearing on the proposed Zoning Ordinance amendments was held and that only one minor grammar change was made. Joyce Blue noted that the Planning Board will reopen the Site Plan Review for the parking lot because the walkway has been eliminated, which changes the plans for final approval.

The Board scheduled a work session on Wednesday, December 28<sup>th</sup>, at 1 pm to continue work on the 2023 operating budget.

The Board reviewed an inspection report from David Pandora for John Hedden & Stephanie Mathurin at 419 Stewart Road (R09-008). The Board issued a Certificate of Occupancy to John Hedden & Stephanie Mathurin (Permit #2022-05).

The Board reviewed a letter from Jonathan Simonds regarding his culvert at 35 Towle Hill Road. The Board will discuss the issue with Road Agent Heath.

The Board reviewed an inspection report from David Pandora for Brian Hand at 353 Towle Hill Road (R07-007-A).

NHDOT submitted information on the SB401 bridge payment in the amount of \$23,156.97. The Board will hold a Public Hearing on January 17<sup>th</sup> at 4 pm to accept the unanticipated revenue.

The Board reviewed the Eaton community data information prepared by NH Employment Security.

***Ed Reilly made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:20 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**December 28, 2022**

A Special Meeting of the Board of Selectmen took place on Wednesday, December 28, 2022 at the Evans Memorial Building. Present were Joyce Blue, Dick Fortin and Ed Reilly. The meeting was called to order at 1:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$6,977.10 for 10 items.

The Board reviewed and worked on the proposed 2023 operating budget and tentative Warrant articles.

***Joyce Blue made a motion, seconded by Ed Reilly, to encumber \$7,152.50 from Article 14 on the 2022 Town Warrant to upgrade equipment and address cybersecurity. Motion unanimously carried.***

The Board discussed the feasibility of opening Town Hall during power outages and storms. The Board reviewed possible projects to be funded by the ARPA funds.

***Dick Fortin made a motion, seconded by Ed Reilly, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 3:15 pm.

Respectfully submitted,

*Lianne Boelzner*

Lianne Boelzner