

**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**April 1, 2025**

A Special Meeting of the Board of Selectmen took place on Tuesday, April 1, 2025 at the Evans Memorial Building. Present were Greg Grinnell, Dick Fortin and John Schmerfeld. The meeting was called to order at 12:30 pm.

The Board met to review potential building projects and discuss how to move forward. John Schmerfeld stated that for the safety of employees and records, the Board needs to come up with a list of priorities and also include ways of funding the projects. Greg Grinnell stated that the basement of Town Hall will never meet fire codes and noted that a new Town Garage could be used for Town Meetings.

The Board discussed installing walls and creating two offices upstairs, constructing an addition and renovations to the basement.

Pros/Cons of renovating upstairs and installing walls for office space: cost would be less than an addition. The con is that it does not address future growth of the Town.

Pros/Cons of constructing an addition: enclosed entryway, existing Town Hall would remain open and available for meetings; zone heat so that the entire building would not have to remain heated. Cost could be reduced by asking residents to donate or charge a reduced rate for labor. The con is the cost potentially higher than renovating.

Cons of renovating the basement: a second egress would be required; existing door does not meet code; no bathroom; open wires to be enclosed.

The Board will pursue obtaining a plan that shows the space and possible ways to construct offices in the existing Town Hall. The Board noted that this would be a first step to immediately secure records and employees but that the addition will remain a topic of discussion.

The Board discussed using the Building Capital Reserve Fund and a portion of the fund balance to build offices within the Town Hall.

***Dick Fortin made a motion, seconded by John Schmerfeld, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 2:30 pm.

Respectfully submitted,

*Lianne Boelzner*

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**TOWN OF EATON, NEW HAMPSHIRE 03832**

**EVANS MEMORIAL BUILDING**

**BOARD OF SELECTMEN**

**April 1, 2025**

The regular meeting of the Board of Selectmen took place on Tuesday, April 1, 2025 at the Evans Memorial Building. Present were Greg Grinnell, Dick Fortin and John Schmerfeld. The meeting was called to order at 3:00 pm.

The Board reviewed checks and signed the Accounts Payable manifest for \$16,865.25 for 15 items.

The Board reviewed the Minutes of March 18, 2025. ***Dick Fortin made a motion, seconded by John Schmerfeld, to adopt the Minutes as written. Motion unanimously carried.***

Signature items included the MS-232 Report of Appropriations, MS-535 Financial Report, 2025 Assessing Services Agreement and Notice of Intent to Cut Wood for Eugene Long (R11-002).

Donald Hersey submitted a Building Permit application for a ground-mounted solar array at 435 Stewart Road (R09-009). The Building Permit application was reviewed and approved as all requirements of the 2025 Zoning Ordinance have been met. The Permit was signed by the Board of Selectmen (Permit #2025001).

***At 3:26 pm, Dick Fortin made a motion, seconded by Greg Grinnell, to enter non-public session under RSA 91-A:3 II(c). Motion carried by roll call vote (Greg Grinnell-Yes, Dick Fortin-Yes, John Schmerfeld-Yes).***

***Dick Fortin made a motion, seconded by Greg Grinnell, to adjourn the non-public session and return to public session. Motion unanimously carried.*** The Board reconvened public session at 4:03 pm.

***Dick Fortin made a motion, seconded by Greg Grinnell, to seal the Minutes because it was determined that divulgence of this information likely affect the reputation of an individual and the issues discussed are exempt under RSA 91-A:5. Motion carried by roll call vote (Greg Grinnell-Yes, Dick Fortin-Yes, John Schmerfeld-Yes).***

The Board reviewed the Minutes of the April 1, 2025 Non-Public Session. ***Dick Fortin made a motion, seconded by Greg Grinnell, to adopt the Minutes as written. Motion unanimously carried.***

NH Department of Revenue Administration submitted their recommendation for the 2025 Assessing Services Agreement.

NH Office of the State Fire Marshal submitted a request for information on Eaton's fireworks policies.

NHMA submitted information on the May 6<sup>th</sup> Right-to-Know Training seminar.

Julianna Pliskin submitted an email indicating her interest in the beach guard position. It was noted that the Selectmen will meet with the current guards to determine a schedule and need for a fourth person.

Representative Brian Taylor submitted a response to the Selectmen's request to vote no on upcoming proposed legislation.

The Effingham Zoning Board of Adjustment submitted a regional notification for a hearing regarding a proposed cell tower.

The Freedom Zoning Board of Adjustment submitted a regional notification for a hearing regarding a proposed cell tower.

The Board reviewed Legislative Bulletins #11 and #12.

The Board reviewed information submitted by Assessor Jason Call regarding charitable, educational and religious property owners. The Board requested that EVPS be contacted regarding the deadlines for submitted the required BTLA forms.

The Board reviewed and amended the Administrative Assistant job description. The Board will review the Town Administrator job description for further discussion at their next meeting.

The Board discussed the upcoming assessment for the conversion to a ".gov" domain and requested that sample internet policies be gathered for review.

Dick Fortin stated that the Zoning Board of Adjustment expressed issues when attempting to interpret the Wireless Communications regulations and requested that the Planning Board review and update the Ordinance.

Dick Fortin stated that another burial was requested for private land and noted that this may become more common. It was noted that information on green burials has been filed with the cemetery regulations.

Dick Fortin gave an update on the Conservation Commission and noted that they are focusing on blueberry growers. Dick Fortin noted that the Commission has a list of items to be addressed and that he is currently reviewing the financial records.

John Schmerfeld gave an update on the Planning Board and the recent EMD training he attended. John Schmerfeld noted that he received good information regarding the EOP and will work on finalizing the new plan.

Greg Grinnell stated that he is working on the proposed building projects and is seeking pricing so that the Board can review and continue to discuss the projects.

***Greg Grinnell made a motion, seconded by Dick Fortin, to adjourn the meeting. Motion unanimously carried.*** The meeting adjourned at 6:30 pm.

Respectfully submitted,

*Lianne Boelzner*

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