

TOWN OF EATON, NEW HAMPSHIRE 03832

EVANS MEMORIAL BUILDING

BOARD OF SELECTMEN

June 17, 2025

The regular meeting of the Board of Selectmen took place on Tuesday, June 17, 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 \$12,330.23 for 15 items. The Payroll Manifest and checks were also reviewed and signed.

The Board reviewed a notice from the NHDMV Title Bureau requesting a signature to process the title for the Town's new truck. ***Dick Fortin made a motion, seconded by John Schmerfeld, to authorize Greg Grinnell to sign the Title document on behalf of the Town. Motion unanimously carried.***

The Board reviewed the Minutes of June 3, 2025. ***Dick Fortin made a motion, seconded by John Schmerfeld, to adopt the Minutes as written. Motion unanimously carried.***

Treasurer Sue Jones joined the Board and reviewed interest rates for the Town's CD. It was the unanimous decision of the Board to roll over the CD for another 2 months.

Adam Langdon & Joanne Heath submitted a Building Permit application for a 10x12 shed at 365 Stewart Road (R09-004). 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 #2025007).

Cynthia Hall & John Schmerfeld submitted a Building Permit application to demolish a 16x24 deck at 2677 Eaton Road (R05-001). 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 #2025008).

Zach Page submitted a Building Permit application to demo/replace a 16x8 deck and a 16x18 addition to the shop at 15 Elbow Hill Road (R13-010). 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 #2025009).

Sue Wiley & Whit Whitman submitted a Building Permit application to rebuild a grape arbor that was demolished in a storm at 195 Brownfield Road (U02-011). 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 #2025010).

Zach Page joined the Board and discussed traffic on Foss Mountain Road and the status of his property. It was noted that a septic system is slated to be installed on Zach Page's property and that a Certificate of Occupancy will be requested to permit indoor plumbing.

The Board reviewed information and survey results for the Eaton Aging in Place initiative. Betsy Gemmecke requested the use of Town Hall to hold informational meetings. The Board approved use of Town Hall for September 4th & 25th and October 9th.

Mark Griffin joined the Board to review the road project proposal on Potter Road. It was noted that Mr. Mayo will be in Town later in the week and that the Planning Board Public Hearing will be postponed until after Mr. Mayo has granted approval to cut the trees.

David Pandora joined the Board to review the proposed renovations to Town Hall.

HSEM submitted information on training pertaining to the Continuity of Government Operations Planning to be held on October 15, 2025.

HealthTrust submitted information on the amendment to SB297 relative to risk pools.

Primex submitted information on updates to the Town's Property & Liability Insurance coverage.

The Board reviewed a Right-To-Know request and suggested sending the request to Town Counsel for guidance.

Eric White & Kate Shambaugh of Upper Saco Valley Land Trust (USVLT) joined the Board to introduce themselves and to review properties in Eaton covered under conservation easements. Eric White explained that the USVLT holds 7 easements and owns 2 parcels of land in Eaton. John Schmerfeld noted that there has been an increase in development and that the Planning Board is looking at water shed protection measures. Dick Fortin questioned whether there are any plans to deal with invasive plants on USVLT land. Kate Shambaugh explained that the topic is being discussed and will be part of the updated conservation plans.

The Board reviewed Legislative Bulletins #22 and #23.

The Board reviewed and approved a request to retrieve the tent from the Town Garage for the July 4th picnic.

The Board reviewed a Notice of Decision from the Zoning Board of Adjustment for a Special Exception to operate a short-term rental by Stephen & Jennifer Malvesta.

The Board reviewed and amended the draft Acceptable Use of IT Policy.

The Board discussed property on Ridge Road and requested that Town Counsel move forward with correspondence to the property owner.

The Board reviewed an application by EVPS for Charitable Exemption for the old Town Vault. ***Dick Fortin made a motion, seconded by John Schmerfeld, to approve the Town Vault (U02-018 BLDG) for tax exempt status. Motion unanimously carried.***

Dick Fortin explained that the shed at Camp Waukeela still has not been settled. The Board will gather information and pursue discussions with the owners.

Dick Fortin gave an overview of the meeting with the Little White Church regarding the trees and noted that some of the trees are on the abutting property. Dick Fortin stated that he will set up a meeting with Mary Timberlake-Moore to discuss the tree that is affecting the cemetery that the Town will have removed.

Dick Fortin stated that he received a complaint regarding the grills at the beach and indicated that they should be cleaned and the picnic tables inspected.

The Board discussed operations in the event of a wide-spread event. John Schmerfeld stated that he will pursue a desktop exercise with HSEM that would run through procedures in the event of a disaster.

Dick Fortin gave an update on the Conservation Commission and stated that the Commission has voted to waive the "certified organic" requirement for this first year of the new contract. Dick Fortin stated that the Commission is working with the Town Forester regarding the beech tree disease.

Dick Fortin explained that the Commission has reviewed the proposed Wetland Ordinance and are proposing changes to make the applicable wetland size smaller and using site specific soil types to dictate setbacks. Dick Fortin explained that Steve Kafka suggested a Town-wide Shoreland Ordinance on all lakes and ponds in Eaton and at a minimum, implementing an Ordinance on Conway Lake to match Conway's existing Ordinance.

Dick Fortin noted that Steve Kafka is pursuing options for the Potter Road boat launch. Dick Fortin explained that the Commission did not approve of the proposed kiosks at the Town Beach and suggested hosting community gatherings to educate property owners around the various ponds. Dick Fortin stated that the Commission will hold Foss Mountain work days on July 21-22 to work on the blueberry fields.

Peter & Mary Lou Dow submitted a Building Permit application for a 5x8 sauna at 2954 Eaton Road (R05-028). 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 #2025011).

Peter & Colton Dow joined the Board to give an update on the proposed subdivision of their property on Eaton Road. Dick Fortin stated that the Dows are working on rectifying the issue and that additional time could be given to work with the abutting land owner. ***John Schmerfeld made a motion, seconded by Dick Fortin, to waive fines for one month while the Dows are working on possible solutions to the road frontage issues. Motion unanimously carried.***

Greg Grinnell made a motion, seconded by John Schmerfeld, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 6:10 pm.

Respectfully submitted,

Lianne Boelzner

Lianne Boelzner