

**TOWN OF EATON
PLANNING BOARD
July 16, 2025**

The Planning Board held their regular meeting at the Eaton Town Hall on Wednesday, July 16, 2025. Present were Chairman Dennis Sullivan, Vice Chair Kevin Conklin, John Hedden, Cindy Hall, Judy Wilson, and Selectmen's Representative John Schmerfeld. The meeting was called to order at 6:00 pm.

Review of Minutes

The Board reviewed the Minutes of June 18, 2025. ***Kevin Conklin made a motion, seconded by John Hedden, to adopt the Minutes as written. Motion unanimously carried by roll call vote.***

Selectmen's Report

Selectmen's Representative John Schmerfeld gave an overview of Building Permits granted and updated the Board on an ongoing Boundary Line Adjustment.

Conservation Commission Report

Chairman Sullivan stated that the Conservation Commission had just had their meeting two days prior, and that the Minutes from that meeting were not yet finished. Chairman Sullivan stated that he will give a detailed report at the next Planning Board meeting.

Zoning Board of Adjustment Report

There were no applications received and therefore no Zoning Board Meeting in July.

Upcoming Work Session

The Planning Board has a work session scheduled for July 22, 2025, at 3:00 PM at the Town Hall. The Board has decided to focus on Short-Term Rental regulations at this upcoming meeting. Chairman Sullivan stated that he would like the Board to come up with some common goals for Short-Term Rental regulations. Cindy Hall stated that she will be using the results of the Master Plan Questionnaire as her guide for coming up with her proposed regulations and referenced the many questionnaire responses that mentioned Eaton being a special place to live due to "neighbors" and a "sense of community." Selectmen's Representative John Schmerfeld mentioned a recent article on Short-Term Rentals from the "New Hampshire Town and City" publication that he would like to share with the Board during this meeting. John Hedden commented that not all Short-Term Rental situations are negative, and that this is not a cut and dry issue.

Case #202507 Scenic Road Tree Cutting

At 6:15 PM Chairman Sullivan opened the Public Hearing on case #202507, a request by the Town of Eaton/Richard Mayo for Scenic Road Tree Cutting on Potter Road (R02-015-A). All notices have been posted, all fees paid and abutters notified. There are no members with a conflict of interest. No correspondence was received. No representatives for the applicants were present. Selectmen's Representative John Schmerfeld notified the Planning Board that the Select Board is waiting for Mr. Mayo to get back to Eaton and stated that the Select Board wants to make sure he is comfortable with the plan before moving forward. John Hedden questioned the need to cut the marked Birch Tree on the road. Cindy Hall asked if stream restoration would be a good option to help stop the erosion of the bank near the road. Selectmen's Representative John Schmerfeld suggested inviting Road Agent Richard Heath to the meeting so he can help answer specific questions about the application. ***Cindy Hall made a motion to continue the Public Hearing for case #202507 until August 20, 2025, at 6:15 PM at the Eaton Town Hall, seconded by John Hedden. The motion unanimously carried by roll call vote.***

Chapter 7 of the Master Plan

Because there were no other applications to consider, the Board took this time to work on Chapter 7 of the Master Plan, which is the Natural Resources chapter. John Hedden started the discussion with a question about flood risks in Eaton and if the Natural Resources Chapter in the Master Plan should include information about this hazard. Selectmen's Representative John Schmerfeld stated that the Town has an Emergency Management Plan which discusses flood risks and plans for such events taking place. Chairman Sullivan stated that it is not the Planning Board's job to make the Emergency Management Plans, but that the Master Plan should reference these documents and support them. Kevin Conklin suggested referencing the Emergency Management Plans in the "Operations" section of the Master Plan.

Selectmen's Representative John Schmerfeld pointed out that the word "watershed" was not mentioned in the chapter and stated that he feels at minimum the Master Plan should mention the preservation of watersheds, since Eaton's watersheds are one of the Town's most precious natural resources. Cindy Hall suggested adding a goal that talks about Eaton's watersheds to the chapter. Selectmen's Representative John Schmerfeld stated that the Master Plan must at least mention preserving watersheds, or else that can not be contemplated elsewhere. John Hedden suggested that Chapter 7 should begin with a broader statement about the most important resources in Town, which he feels are water, forest habitat, and quiet, rural living. Kevin Conklin stated that he thinks the chapter should begin with a more poetic statement and that he feels the current opening paragraph is too dry.

The Board reviewed suggested Chapter 7 changes by both Chairman Sullivan and Cindy Hall. The Board decided to add "surface water" to the list of Eaton's Natural

Resources. The Board decided to remove the goal stating, "Provide better protection for wetlands and streams by limiting development around them" and replace this goal with "Guide development around lakes, ponds, wetlands, and streams to ensure water quality protection." The Board also decided to change the goal stating, "Prepare a local ordinance based on the State Shoreland Protection Act that will provide protection and improve water quality" to "Consider a local ordinance that will provide further Shoreland Protection and better protect water quality." The Board also discussed possibly adding the goal "To continue monitoring the water quality of lakes, ponds, streams, and wetlands and pursue remedies for improving water quality as needed."

Kevin Conklin made a motion, seconded by John Hedden, to adjourn the meeting. Motion unanimously carried by roll call vote. The meeting was adjourned at 8:03 PM.

Respectfully submitted,

Bethany Hicks

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