

**TOWN OF EATON
PLANNING BOARD
July 17, 2024**

The Planning Board held their regular meeting on July 17, 2024, at 6:00 pm. Present were Chairman Dennis Sullivan, Kevin Conklin, Judy Wilson, John Hedden, and Stan Dudrick. The meeting was called to order at 6:02 pm.

Meeting Minutes

The board reviewed the Minutes from May 15, 2024. **Dennis Sullivan made a motion to adopt the Minutes, seconded by Stan Dudrick. Motion unanimously carried.** The board reviewed the Minutes from June 19, 2024. **Judy Wilson made a motion to adopt the Minutes, seconded by Kevin Conklin. Motion unanimously carried.**

Conservation Commission Report

Dennis Sullivan gave an update on the Conservation Commission. He stated that the Conservation Commission had been working on their part of the Master Plan and that they were ready for the joint meeting on July 22, 2024.

Master Plan

The board worked on the agenda and questionnaire for the upcoming joint meeting of the Selectmen, Conservation Commission, and Planning Board on July 22, 2024. Chairman Sullivan reminded the board that the goal for the upcoming joint meeting is to listen to feedback so we can improve the Master Plan. Dennis Sullivan suggested adding time constraints on the agenda so the meeting would not extend too late into the evening. John Hedden suggested adding information to the questionnaire about town business being even more internet-based in the future. Stan Dudrick suggested adding a question about cell phone coverage to the questionnaire. Dennis Sullivan proposed that an additional Planning Board meeting be scheduled after the joint board meeting to discuss any potential changes to the questionnaire.

The board discussed ways to get the final draft of the questionnaire to all the town residents. Dennis Sullivan suggested finding out the reach of the Eaton Ears email chain and proposed sending the questionnaire to residents this way. John Hedden and

Kevin Conklin suggested creating a QR Code that links to the questionnaire and displaying the QR Code in Town Hall and the Post Office. Bethany Hicks stated that the official way to make sure only residents get a copy of the questionnaire is to send a physical copy to each resident's official mailing address.

John Hedden made a motion, seconded by Stan Dudrick, to adjourn the meeting at 7:32 pm.

Respectfully submitted,

Bethany Hicks

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