

Landaff Select Board Meeting
Landaff, NH
January 26, 2022
6 PM

Minutes

Present: Harry McGovern, Jenn Locke, Denise Cartwright, and Frances Day, Administrative Assistant

Also Attending: Dot Wiggins, Lisbon Area Historical Society

The meeting was called to order at 6:05 p.m. Roll was taken.

Mrs. Wiggins began by explaining to the Board that she now had in her possession the original manuscript and photographs of the 1941 Study of Rural Towns done for the Dept. of Agriculture by Kenneth McLeish. The photographs are in excellent condition and depict what living in the Town of Landaff was like at that time. Each photograph is documented on the back indicating where it was taken as well as the individuals. Mrs. Wiggins asked the Board to consider making this manuscript a loan to the Lisbon Area Historical Society which can house and store it properly in order to preserve same. It will be on display in the Landaff, NH section of the Society's new residence.

Harry made a motion to have the manuscript stored at the Lisbon Area Historical Society. Denise seconded. It was unanimously approved.

Mrs. Wiggins then thanked the Board and informed them that the Historical Society is always looking for documents, maps, etc. which can be kept for the future.

The Board then discussed the notice regarding Emergency Shelter. The notice was revised and two contacts were added to the notice. Once revisions are made, the notice will be forwarded to Marilyn Booth for approval.

Jenn then reminded the Board that the budget hearing will need to be posted seven days prior to Feb. 8, 2022. She requested that Fran have it posted on the website; on the building; and, published in The Caledonian Record.

In preparation for the budget hearing, Jenn asked Fran to check with Gayle Clement and Judy Boulet as to warrant articles to be included on the ballot. Fran was reminded that warrant articles should be printed from DRA portal and given to Moderator in large font with space between. When finalized they will be sent to Moderator.

Denise asked if the Board had a chance to review changes to Employee Handbook. Discussion followed. It was agreed that revisions will be made and brought to the next Select Board meeting for discussion and approval.

The Board then reviewed and signed the 2022-23 contract for CAI Technologies, which provides tax maps maintenance to the Town.

In preparation for the audit next week, the Board signed the COVID-19 Field Work Survey. Fran will forward same to auditors.

Several questions were raised with regard to budgeting issues specifically, the correct drafting and budgeting of warrant articles which have grants associated with these requests. It was agreed that the Board would meet on Friday, Jan. 28, 2022 at 4:00 p.m. to discuss same and finalize budget so all pertinent information could be forwarded to the DRA for review and approval prior to the Town Budget Hearing.

Harry announced that he will be attending the broadband webinar on Thursday, Jan. 27, 2022 from 2:00 to 3:00pm. He will update the Board at next meeting.

The Safety Committee will need to provide the Dept, of Labor with photos of the two areas of concern: (1) the new railings; and, (2) the "Exit" sign downstairs. This should correct the concerns/violations that were cited earlier in the fall.

There being no further business to come before the Board, Denise made a motion to adjourn. Jenn seconded.

The meeting was adjourned at 8:39 p.m.

Respectfully submitted,



Frances R. Day

Harry McGovern



Denise Cartwright



Jenn Locke

