

Landaff Select Board Meeting
Landaff, NH
March 2, 2022
6 PM

Minutes

Present: Harry McGovern, Denise Cartwright, Jenn Locke, Frances Day, Administrative Assistant
Zoom: Gayle Clement, Town Clerk

Meeting was called to order at 6:10 p.m. Roll was taken.

Denise made a motion to go into closed session for personnel reasons. Harry seconded.

At 6:57 p.m. the meeting returned to regular session.

Judy asked the Board what protocol was in place for wearing face masks during the Town and school meetings. She will be drafting a notice to be put in The Ledger and on the website to advise residents. After some discussion, Denise made a motion to change the current "requirement of wearing a mask in Town buildings" to a recommendation to wear masks in Town buildings." Jenn seconded and the motion passed. Denise will put the meetings date and times on the Town Bulletin Board, along with a notice that masks are recommended.

Judy advised that the election workers will be at the Town Hall at 10:00 a.m. prior to residents voting to set up.

The Board then reviewed the procedure for addressing the warrant articles. It was agreed that the warrant articles will be divided among the three Board members to address any discussions, concerns or questions that might arise.

Minutes were approved and signed.

Denise reviewed the revisions to the Employee Handbook (2022). Jenn recommended that she put a footer on each page with the date. Looking down the road to any future revisions, we would then only have to replace a page instead of the entire handbook.

Denise addressed the Ammonoosuc River Local Advisory Commission letter. She stated that the Commission's request for two more members will be addressed at the Town meeting.

Denise noted that she will draft a form for residents to inform the Town that they have installed solar panels. The form will include where the solar panels are located on the property. She will reinforce that this information is voluntary and for Fire Dept. records at this time.

Gayle informed the Board that she is looking to train a deputy for the Town Clerk. She will need the Board to begin discussions regarding same.

At 7:52 p.m., Denise made a motion to go into closed session for personnel matters. Harry seconded. Gayle left the meeting.

At 7:58 p.m., the meeting returned to regular session.

The Board discussed preparation of binders for Town Meeting. Also discussed a request to update a tax payment plan from NH Legal Assistance which Fran was directed to forward to the Tax Collector for requested information.

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

The meeting was adjourned at 8:28 p.m.

Respectfully submitted,



Frances R. Day

Harry McGovern



Denise Cartwright



Jenn Locke



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Closed Minutes

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

Meeting was called to order at 7:53 p.m. The zoom link was closed and Gayle left the meeting.

The Board then discussed the position of Deputy Town Clerk and appropriate pay rate.. More information will be gathered prior to making any decisions to go forward.

Motion was made and seconded to adjourn this closed meeting at 7:57 p.m

The meeting returned to open session.

Respectfully submitted,

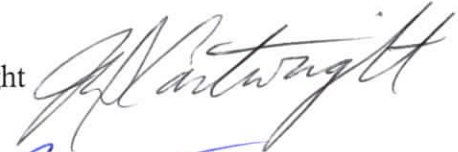


Frances R. Day

Harry McGovern



Denise Cartwright



Jenn Locke

