

Landaff Select Board Meeting  
Landaff, NH  
April 6, 2022

## Minutes

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

Meeting was called to order at 6:11 p.m. Roll was taken.

The minutes of the March 23, 2022 meeting were approved and signed.

Denise advised the Board that the Town received the Cyclical Revaluation Contract for review. Jenn reviewed the contract to be sure that it was in agreement with the Board's understanding and expectations of both parties. Fran was then directed to contact Rob Tozier of KRT and inform him of same and to ask him to forward it to the DRA for their review and approval.

Jenn asked if the Board thought it was appropriate for her to write a short blurb regarding the revaluation and how it would work in order to answer any questions anyone may have. She was particularly interested in being confident that everyone would be treated fairly. As soon as the Town has approval from the DRA, the contract will be signed with KRT and their work should start this year and end in March of 2026.

Denise then discussed with the Board the correspondence received from Errol Peters concerning current land use issues. Denise will discuss the first parcel (Map 2 Lot 4) with Richard Dorsett, Assessor before a determination can be reached. The second parcel (Map 2 Lot 3 1) was discussed. Denise will draft a letter to the landowner explaining what has been found to date and asking how they wish to proceed in order to rectify the land use situation. Regarding the third parcel (Map 6 Lot 72), Denise will contact the Assessor and ask him to evaluate the property and advise as to how to proceed.

Denise asked for any corrections or revisions to the Employee Handbook. Discussion followed regarding the wording around holiday compensation, vacation time v. earned time off, and

Comp time. Denise will make the necessary corrections to the draft and forward to the Board for their review and approval. The Handbook should be available in the next few weeks so that it can be given to employees.

The Board is still trying to hire a new cleaning person or cleaning company for the Town Hall. It would be once a month and fee would be negotiable.

Harry and Gayle then discussed registering the Highway Dept. trucks. This should be accomplished in the next week or so and then new plates for each vehicle will be obtained from the Twin Mountain facility.

Gayle also reiterated that the new Deputy Town Clerk is doing an excellent job. She is well liked and competent.

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

The meeting was adjourned at 7:46 p.m.

Respectfully submitted,

Frances R. Day

Denise Cartwright



Jennifer Locke



Harry McGovern

