

Landaff Select Board Meeting
Landaff, NH
May 11, 2022
6 PM

Minutes

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

Meeting was called to order at 6:00p.m. Roll was taken.

The minutes from the May 4, 2022 meeting were revised and will be presented at the next meeting of the Select Board.

The Board discussed the current key policy and agreed to contact the auditors and follow their recommendations for the future with regard to changing of locks, distribution of keys, separation of duties, etc.

The Treasurer's Report was then reviewed and approved.

The representatives from Here-4-U Cleaning did not attend this meeting. However, a quote for cleaning the Town Hall was provided. The Board discussed negotiating the contract as it was somewhat higher than expected. While the Board undertakes that issue, they will continue to look for other companies and alternatives. As part of this discussion, the Friends of Landaff provided the Board with pertinent information. One item of interest was the possibility of having the position of Town Steward. The Board would like to explore this position further and will be contacting individuals for input.

Harry advised the Board that he will follow-up with George E. Sansoucy's office regarding utility right-of-way licenses.

Fran informed the Board that she has been contacted by Mr. Sansoucy's office in preparation for the PA-80 and PA-81 completion. As of this date, initial letters have been sent to each utility company involved. They have until July 1, 2022 to response.

Harry then discussed the Timber Bonds and stated that he is currently working on them. He will be ready to input his report to the DRA soon but feel the Town is in good shape.

Denise advised that she has obtained a quote for tree service in and around the flagpole area. The flag is currently tangled in branches and some pruning of trees needs to be done. Although, the Board was aware of this situation, it was also brought to a meeting by a nearby resident who was concerned. The Board approved the estimate and agreed to have the necessary work completed. A new flag will be ordered for the flagpole.

Denise stated that she is waiting for a response from the electrician in order to fix the light switch downstairs. She will update the Board once she has heard back.

Jenn requested that Fran contact the exterminator in order to eliminate the "ant" problem that was experienced last year during the warmer months.

Upon review of correspondence from the NHDOT, Jenn stated that we could request a wall size printed map showing Town Roads. Fran will request same once she gathers the relative requested documentation.

Harry was recently informed of an incident that happened to the new Road Agent. The Board asked Harry to convey thanks for his coming forward and requested that he document the incident in writing for the Town's files. Once this occurs, the Board will determine what further action should be done. Jenn asked if it would be of help for a notice be put on the website, as well as in the Ledger reminding residents to bring issues directly to the Board.

Gayle then advised that the telephone message at the Town Garage has not yet been changed to reflect the new Road Agent. Harry said he would mention this to him.

At 7:19 p.m., Denise then made a motion, seconded by Jenn to go into closed session for personnel reasons. Gayle then left the meeting

At 7:28 p.m., the meeting returned to regular session.

As the Health Officer, Harry advised that he will address the issue of the trash and the bears which was the subject of a recent complaint.

Denise advised that the Planning Board should get a copy of each approved Building Permit as part of the filing process for their records.

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

The meeting was adjourned at 7:51 p.m.

Respectfully submitted,

Frances R. Day

Denise Cartwright

A handwritten signature in cursive script, appearing to read "Denise Cartwright".

Jenn Locke

A handwritten signature in cursive script, appearing to read "Jenn Locke".

Harry McGovern

A handwritten signature in cursive script, appearing to read "Harry McGovern".

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Closed Minutes

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

Meeting was called to order at 7:20 p.m.

The Board reviewed the unemployment decision from the NH Department of Employment Security.

Motion was made and seconded to adjourn this closed meeting at 7:27 p.m.

The meeting returned to open session.

Respectfully submitted,

Frances R. Day

Denise Cartwright



Jenn Locke



Harry McGovern

