

Landaff Select Board Meeting
Landaff, NH
May 25, 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 6:09 p.m. Roll was taken.

The minutes from the following meetings were approved and signed: May 4, 2022; May 11, 2022; and, May 14, 2022.

Denise discussed the correspondence received regarding Gale Chandler Rd. It was decided that the matter would be directed to legal counsel for advice on next steps to proceed to rectify situation.

Attention was brought to correspondence received from Errol Peters concerning his property and two lot line adjustment questions. A copy of this correspondence will be forwarded to the assessor for review and response.

A response has been received from Springvale Farms, Doug and Deb Erb, with regard to current use for their property. A copy of this correspondence will also be forwarded to assessor to review and update or correct records.

The Board then reviewed the e-mail response from Matthew C. Decker, Esq. with regard to Utility ROW licenses. Contact will be made with George E. Sansoucy, P.E. to determine if it would be in the Town's best interest to proceed.

The Board approved the request from the Trustees to transfer monies from the general account to the following as per the approved warrant articles:

\$6,000.00 to the Transfer Station Capital Reserve Fund (Art. #25);
\$20,000.00 to the Landaff Culvert Repair Fund (Art. #27);
\$10,000.00 to the Highway Department Equipment Fund (Art. #28); and
\$10,000.00 to the Fire Department Capital Reserve Fund (Art. #29).

Fran was directed that within thirty (30) days of the Annual Town Meeting all payments approved by warrant article be transferred to the appropriate accounts.

The Select Board has received a request from Wade Pelham – Water Division inquiring as to the Town’s current septage agreement in compliance with NH RSA 485 A:5-b. Harry will follow up and respond.

The DRA has suggested in order to confirm and update our records that we send letters to all residents receiving any tax exemptions Veterans’, elderly, etc. These letters are to be signed and returned indicating whether the exemption still exists. At this time, several have been returned for use by the Tax Collector. It was recommended that this be done every five years or so to keep records updated.

This week an inquiry was received regarding deeded property on Jim Noyes Rd. The Tax Collector has spoken with the party and explained the procedure to be followed and appropriate payments made. The Board will follow up.

Richard Dorsett, Chief Assessor for KRT, forwarded Land Use Change Tax Form for several properties. The Board signed each and they will go to the Tax Collector for signature and filing with the Grafton County Registry of Deeds.

The Tax Warrant was finalized and signed. The tax bills will be mailed to residents this week and be due on or before July 6, 2022.

With regard to the cleaning of the Town Hall, Gayle advised that Joe Craig has indicated that he was looking for “odd jobs” and might be interested. Harry will follow up with a quick call and advise the Board next week.

Jenn asked Harry if he met with Mark Gustafson, Road Agent, to determine if Mark would agree to write an incident report on a matter that happened within the last month with a resident. Denise agreed that the Board would like a written statement from Mark for the future should this every happen again. It would also be very helpful to know what we own for roadway and what we don’t own. Denise suggested that the Board start with NHMA.

Discussion then centered around the need for the Town to appoint a Welfare Officer. It was decided that a specific individual would meet with applicants, to keep lines of communication flowing between applicant and Town; and, to be the point of contact during the process. Once completed, the application will be presented to the Select Board for review and approval. The Board will check to see if there any available training through NHMA.

At 7:42 pm, Denise made a motion that the Board go into closed session for reputation. Harry seconded. At this time, Gayle left the meeting.

At 8:09 pm. the meeting returned to regular session.

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

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Frances R. Day

Denise Cartwright

A handwritten signature in black ink, appearing to read "Denise Cartwright", written in a cursive style.

Jenn Locke

A handwritten signature in blue ink, appearing to read "Jenn Locke", written in a cursive style.

Harry McGovern

A handwritten signature in black ink, appearing to read "Harry McGovern", written in a cursive style.

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Closed Minutes

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

Meeting was called to order at 7:44 p.m.

The Board discussed the request for emergency assistance by residents. Harry stated that over the weekend he was able to meet and fill out an application for assistance for an individual. He did approve a voucher for this emergency and has already received some verification from SS Disability. Tri-County CAP will also extend some coverage to help find housing. Harry will continue to be the contact regarding this individual.

Denise advised that she met with one of the individuals involved and completed the application and had also delivered applicable vouchers for fuel, food, etc. Denise will give file to Jenn for contact and follow up.

Motion was made and seconded to adjourn this closed meeting at 8:08 p.m.

The meeting returned to open session.

Respectfully submitted,

Frances R. Day

Denise Cartwright



Jenn Locke



Harry McGovern

