

Landaff Select Board Meeting
Landaff, NH
June 8, 2022
6 PM

Minutes

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

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

Denise welcomed Joe Craig to the meeting. Joe is interested in taking over the cleaning of the Town Hall. He explained that he is now retired and works for himself doing handyman jobs and cleaning. Up until this point, it has been outside yard cleaning, but he can certainly clean inside. He recently placed an ad in the Landaff Ledger and was quite happy with the results. He is also able to do small carpentry jobs. Denise explained that this position involves 4 to 5 hrs. a month for cleaning but there is flexibility in which day and time. We supply all the cleaning products. Joe can supply references and he will check with his insurance company regarding liability insurance. Jenn explained that we are still considering options, but stated the Board would be making a decision shortly. Joe thanked everyone and left the meeting.

Denise then asked the Board to review and approve the minutes. Upon review, the minutes of the June 1, 2022 minutes will be revised and signed at the next meeting for signature.

The Draft MS-535 was reviewed and approved and Jenn asked Fran to contact the auditors and advise that the final MS-535 should be sent to the DRA. Fran will notify the auditors of same and ask for a print-out to have ready for signatures at next week's meeting.

Harry is working on the timber cut issues and will organize same and contact the appropriate parties.

The Board then reviewed the Profit and Loss Statement from last year and Jenn had several questions. Fran will continue to work with the accountant to clean up the accounts in preparation for entering the 2022 budget and being ready for the next budget session.

Harry reported on the Septage Agreement question. He spoke with Kevin Schofield who gave him a contact at the Plymouth Waste Water Facility. After making contact, it was agreed that the Plymouth Waste Water Facility would update their 2021 Memorandum of Agreement to include the Town of Landaff and forward a copy of same to Wade Pelham of the Water Division Wastewater Engineering Bureau, NHDES. This should satisfy the NH RSA 485 A:5-b requirements.

Denise suggested that the Board invite Mark Gustafson, Road Agent, to attend a meeting in order to update and advise the Board of Highway Dept. matters and concerns.

Fran advised the Board that James Lang, accountant, will be attending next week's meeting to discuss ETO time v. comp time; accounting issues; Quickbooks issues; etc.

Jenn stated that she will draft a letter to be sent to those property owners who recently received a current use tax exchange bill from the Tax Collector explaining how and why this change occurred.

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

The meeting was adjourned at 8:23 p.m.

Respectfully submitted,



Frances R. Day

Denise Cartwright



Jenn Locke



Harry McGovern

