

Landaff Select Board Meeting  
Landaff, NH  
July 14, 2021  
6 PM

### Minutes

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

Zoom: Gayle Clement

Harry then called the meeting to order at 6:13 p.m. Roll was taken.

The minutes from the prior meeting of July 7, 2021 as drafted were reviewed and revised. Denise noted that the June 10, 2021 minutes need to be filed in book. Fran e-mailed them for use on the web and filed them in the book.

Ben Peters, Chair of the ZBA, dropped by to discuss timber tax issue. He also informed us that the position of secretary to take minutes of the Zoning Board meetings was vacant and he really needed someone. Denise will reach out to Jennifer Cartwright to let her know of the vacancy and to see if she would be interested. Next hearing of the ZBA is July 20, 2021 at 7:00 pm. With regard to Building Permits, Ben would like signed copies once signed off for his records. Jenn will contact Heidi regarding fees paid in the past; fees for abutters; and, any deposits paid.

Brenda Dodge, Planning Board, also attended start of meeting to inquire about payment made to M. Woolson. Harry confirmed payment was made on June 20, 2021. Brenda also inquired as to cost of secretary to take minutes. Jenn advised that there was \$180 left in item 4191 of the budget for this service.

In response to request from Insp. Weeks, Dept. of Labor, regarding finalizing request for being paid monthly. Gayle will contact Insp. Weeks directly to confirm what is needed and then forward same in writing.

Denise presented a draft letter to the Board with regard to James Logan. After some discussion, the letter was revised, printed and signed. Original will be mailed tomorrow; a copy will be filed for future reference.

Denise also presented a draft letter to Board with regard to Eric Hatch. Letter was signed and will be mailed tomorrow; copy will be filed.

Denise presented draft letter to Mr. Bronson and Mr. Wiggett. Board decided to hold and ask Richard Dorsett, Assessor for clarification before we sign-off. It was feeling of Board that everyone should meet same requirements and there were still some outstanding issues.

A inquiry was previously made by the Fire Chief with regard to the transfer of properties to the Town sometime prior. Gayle believes that there was some discussion about it a few years ago. It involved three properties that were combined and conveyed to the Town. We will research his matter to determine what the next steps should be.

Also, the request by Joanne Tetreault regarding abutters on Mill Brook Rd. will research and information provided to her.

Richard Dorsett responded directly S. Solomon as to current use question and his future building of a cabin on his property. Fran to get a copy of response.

Fran directed to notify PRIMEX of new property acquisition. Harry, Jenn and Denise will meet to post property later this week.

Fran will forward by e-mail the completed and signed COBRA Premium Relief Group Acknowledgement and Election form to Peter Chapel. Fran sent same on July 15, 2021 and has requested the User Access Form.

Harry reported on meeting with KRT Appraisal. He stated that a large part of concerns were with regarding past process. Mistakes were made with regard to names on tax bills. Seems to have stemmed from actually making changes on tax cards, printing same and then filing. Richard Dorsett will be making changes on deed. He is going into Avitar to make changes and then forwarding them to Fran to be filed. During the course of the meeting, they discussed specific examples and we will work on process to resolve same.

Received a request from Paul Hayes from The Caledonia Record for information with regard to the Town's welfare totals for shelter and rent from 2019 to-date. Harry will draft response stating that the Town did not incur any costs related to same. Fran will e-mail same to Paul Hayes.

Bills were reviewed and signed and will be mailed on Thursday, July 15, 2021. Some direction was given to Fran with regard to questions and gathering of information on statements and invoices.

Jenn has requested that the Select Board develop a new job description for the Administrative Assistant. Fran will work on that for the next couple of months as she is still not quite aware of the current duties.

At 8:45 p.m. motion was made by Jenn, seconded by Harry, to go into closed session to discuss personnel matters. Closed session was adjourned at 9:06 p.m.

This meeting was adjourned at 9:07 p.m.

Respectfully submitted,

Harry McGovern

Jennifer Locke

Denise Cartwright