

Landaff Select Board Meeting  
Landaff, NH  
October 27, 2021  
6 PM

### Minutes

Present: Denise Cartwright, Harry McGovern, Heidi Sagar, Town Treasurer,  
and Frances Day, Administrative Assistant

Absent: Jenn Locke

Zoom: No Participants

Harry called the meeting to order at 6:08 p.m. Roll was taken.

Denise invited Heidi to address the Board. Heidi advised the Board that she has read the Auditor's Report and was somewhat concerned with regard to having a good understanding about separating duties between the Town Treasurer and the Administrative Assistant. It was agreed by the Board that at this time, duties will remain the same in order to give the Administrative Assistant time to become acquainted with all areas of responsibility. The accountant, James Lang, will also be available to work with the Town.

Ben Peters, Chair of ZBA arrived at 6:30 p.m. He explained that he was responding to Denise's e-mail with regard to a budget for the Zoning Board of Appeals. There was a strong feeling that because the ZBA does not meet on a monthly basis only as needed, a fee schedule should be established to cover costs and no burden should be placed on taxpayers. He has done some research with regard as to how other towns handle the fee schedule which could cover the cost of notifying abutters and newspaper ads, etc. The Board will do more research and develop a possible fee schedule to be used in the future.

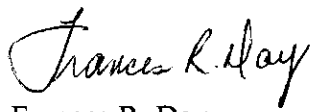
Harry discussed that a delegate from the Select Board should attend a meeting of the Select Board in Lisbon to discuss the new Transfer Station Agreement. Harry will attend the November 8<sup>th</sup> meeting and report back to the Board.

Denise updated the Board with regard to property owners on Rt 116. She stated that currently there is only one property listed in the 911 system. Denise will draft a letter to the homeowners explaining the issue and will invite them to attend a Select Board meeting along with Andy Brackett to discuss same.

The Board then discussed the budgeting processes and took a preliminary look at the account listings in preparation for upcoming work sessions.

Denise made a motion to adjourn, seconded by Harry. There being no further business, the meeting was adjourned at 7:42 p.m.

Respectfully submitted,



Frances R. Day

Harry McGovern



Denise Cartwright

