

Landaff Select Board Meeting
Landaff, NH
December 15, 2021
6 PM

Minutes

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

The meeting was called to order at 6:15 p.m. Roll was taken.

The following minutes have been revised and are available for approval: Nov. 28, 2021 and Dec. 8, 2021.

Gayle stated that she has questions regarding her tax bill and what she actually owns. She believes that she has been billed for more acreage than she owns. If she pays the outstanding taxes and then finds she has overpaid what is the procedure to re-coop the money. Harry explained that she would then file an abatement form to follow-up with the Town. Jenn suggested that we follow up with the Assessor to see when the State did the conservation easement paperwork and to confirm that the auction barn is on the same piece of property currently showing the house.

Harry expressed concern about the high number of COVID 19 cases in Town. It was unanimously agreed that it was time to return to masks in town buildings when dealing with the public. Harry made a motion to draft a Notice to be placed on the Town Hall, Fire Station and Town Garage that reads:

“Due to the high number of COVID 19 cases in the area, the Select Board is requiring anyone entering any Town buildings for business purpose or otherwise to wear a mask until further notice. All rental of the Town Hall by all outside parties is hereby suspended.”

Denise asked about the status of the large tree which has fallen over. If it was cleaned up and no longer a road hazard and the whereabouts of the emergency cones which had been placed around the area. Harry stated that he had driven by and the tree was no longer down, it was now upright and that he would check on the status of cones.

Denise then inquired about the Fire Department budget. The Fire Department is currently under budget by \$5,000. The Fire Department recorded a \$60,000 grant with a 5% match equaling \$3,000. Can the \$3,000 in matching funds be encumbered from the budget? Jenn and Harry explained that in order to be approved, the Fire Chief would have to state a definite purpose for the monies. He could use a bill or invoice showing the amount,. He would need to e-mail a

formal request listing the exact amount stating the purpose. If the amount cannot be used, it is then returned to the general fund.

The draft letter to the property owner on Gale Chandler Rd. was approved and will be mailed to tomorrow.

The correspondence with regard to Mill Brook Rd. was discussed and revision made. Denise will provide revised copy for the next Select Board meeting.

Denise then asked Fran is there has been any response from Mr. Brady. Fran responded that we have not received anything at this time.

In reviewing the documents recently received from Plodzik & Sanderson, PA with regard to the upcoming audit in February, 2022, Jenn asked Fran to contact their offices and let them know that any documents to go to the Trustees should go directly to Tracy Upton for her review and acknowledgment.

Fran advised that James Lang will be at the office on Monday, Dec. 20, 2021 to complete the first set of corrections on the Profit & Loss statement in preparation for the end of the year audit, as well as the new year.

Fran informed the Board that there are several outstanding issues with regard to property owner requests which range from assessing questions to issues to exemptions. It was agreed that Fran would contact the Assessor with property owner questions.

Jenn asked Fran to confirm that Godaddy.com had canceled its security coverage.

There being no further business, Denise made a motion to adjourn, seconded by Harry. The meeting was adjourned at 8:30 p.m.

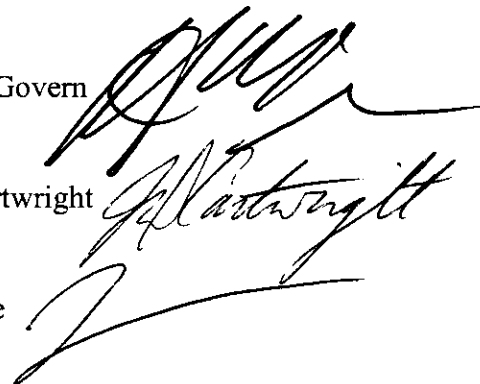
Respectfully submitted,

Frances R. Day

.Harry McGovern

Denise Cartwright

Jenn Locke

The image shows three handwritten signatures in black ink. The top signature is for Harry McGovern, the middle one is for Denise Cartwright, and the bottom one is for Jenn Locke. The signatures are written in a cursive style.