

**Landaff Select Board**

**NON-PUBLIC SESSION**

**Select Board Meeting Minutes-April 30, 2021**

**Present:**

**Selectwoman: Jennifer L. Locke**

**Selectman: Harry McGovern**

**Selectwoman: Denise Cartwright**

**Administrative Assistant: Robyn Gilmartin (NOT PRESENT)**

The board entered non-public session at 4:15PM

The board discussed the lack of response to an email which was sent on Thursday to the employee who was expected in Thursday afternoon, and made the decision to send a follow-up email letting the employee know the board would take care of the DRA documents and verifying intent.

Denise made a motion to return to open session at 4:30PM: and Jenn 2<sup>nd</sup> it all voted aye.

**There being no further business, the closed meeting adjourned at 4:30 p.m. The foregoing minutes were approved on 4/9/21 by the following members of the Select Board:**

  
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**Harry McGovern**

  
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**Denise Cartwright**

  
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**Jennifer Locke**