

Landaff Select Board  
Work Session  
June 10, 2021  
7 PM

### Minutes

Present: Jennifer Locke, Denise Cartwright  
Zoom: no participants

The session started at 7 PM. The board determined that they need to have a policy for handling Right to Know Requests. Jenn may have some examples to start with.

Denise copied the minutes from February on. There are three dates in May that are not in the completed minutes book yet. Jenn reviewed the edits from the previous select board meeting and will do the corrections on the computer.

Tax warrants and abatement information will have to be obtained from the Tax Collector, therefore will have to wait until she is in on Wednesday. Jenn will confirm if there is current use change tax with Heidi.

Denise printed all of her select board emails that do not include attorney-client privileged information since the end of January.

Jenn looked through files in the Select Board office for correspondence from the select board.

Denise made a motion to adjourn at 9:29 PM. Jenn seconded it and the session ended.

Respectfully submitted,  
Denise Cartwright