

Landaff Select Board Meeting

Landaff Town Hall

June 23, 2021

5:30 PM

### Minutes

Present: Harry McGovern, Jennifer Locke, Denise Cartwright, Vaughan Stiles

Zoom: no participants

The meeting was called to order at 5:31 PM, and the board voted to go in to closed session for an employment interview.

The board ended closed session at 6:02, and Ms. Stiles left the meeting.

Gayle Clement joined via zoom and Ben Peters arrived for the regular meeting. Harry called the regular session to order at 6:17 PM and roll call was taken.

Ben Peters notified the board that the ZBA is going to hold a hearing for a special exception. He needed confirmation of abutters. He and Jenn looked at the map and confirmed the abutters. He asked if the select board office would pay for advertising and certified letters. The response was yes. The board provided envelopes and let him know they would reimburse him for the postage. Denise told Ben to send the ads to the select board email and she would submit them to the Caledonian Record and the Bridge Weekly. Ben also wanted to know if the business had paid any fee when they applied for a special exception. That will have to be researched. Ben asked who was going to respond to the lawyer's email that Jenn was copied on. It was agreed he would. Ben's next question was who might be able to keep minutes at the meeting. He noted that the ZBA does not have a budget to cover any cost. The town administrative assistant has taken minutes before, but the town is currently without one. The select board stated they should be able to help pay for a secretary for the hearing. Last, Ben noted that the ZBA would like to have a locked filing cabinet at the Town Hall. The Planning Board has a lock on the closet behind the stage. It is unclear if there are ZBA files in the closet. Ben left the meeting at 6:54 PM.

Denise reported she is working to obtain the sign in for Avitar on the office computer. She is also working on credit cards for Gayle and Bethany.

Harry shared an intent to cut for Timberwolf, which was signed by the board.

Tracey Upton called the office today looking for the checks for the trust funds. Harry informed her that the bookkeeper had issued one check, and under the assumption she needed separate checks, it had been voided. The board will have separate checks for her next week.

Concerning the complaint about Jim Noyes Rd., Harry reported that there is a large structure set up on the property. The complaint referenced ATVs driving on the road and gun shots/ noise. Denise asked if there was a noise ordinance and the response was no. However, once the board determines the property owner, they will send a letter reminding the owner that ATVs are not allowed on the roads and will have the property brought to the attention of the assessor.

The letter to Jim Logan concerning the renting of campgrounds was discussed. Harry will drive to see Mark Gustafson and see what has been done to the property.

Harry reported that he replied to the Coop that there are no scenic byways in Landaff.

Harry contacted Primex last week, and again this week concerning complaints against the select board. He will report on the response when he gets one.

Jenn brought up the request by Alex Peterson about borrowing tables and chairs for a reception. It was noted that she can borrow the three plastic tables and metal folding chairs from the Town Hall. Denise will contact her to let her know. She will also let her know that the Fire Department has chairs and tables, too.

Gayle let the board know that Mr. Mardin used the hall and returned the key. She wondered if there was a cleaning deposit to return.

Denise stated she received a call from Jaye Michaelis today asking to use the Town Hall for Friends of Landaff meetings again. She stated it was definitely less than 20 people. She was told yes.

Denise asked if anyone had called Reverend Lyn about the parking lot, and the response was no. Denise will call.

Denise let the board know the Fire Department was looking for a property map of the fire station and the two lots on either side. Gayle noted there are maps in the office computer.

Denise asked if the board wanted to send an email to Robyn asking for the location of a few items. The board decided no.

In reference to Town Hall repairs, Denise left a second message with Phil Fournier. Jenn has not called Mr. Howard yet. Denise asked her to call this week, and if he is not interested in doing repairs, ask him about Richard Knapp. He was recommended by Richard Fenoff, and has worked with Mr. Howard in the past. We need a contact number for Mr. Knapp.

The board reviewed the draft letter for the Gale Chandler property complaint. Denise will add the edits and print for next week.

Denise brought up the request for a lap top computer for committees to use. Jenn noted that the board already voted to buy one over a month ago. She will proceed with the quote from Certified Computers.

Denise asked about the school bill. Jenn reported that the town treasurer and the bookkeeper both verified that the payment was not made. Therefore, the payment was sent.

Denise asked about the notice from the NH Correctional Services about an outstanding bill. Harry stated the letter probably crossed the payment in the mail. Denise will leave a note for the bookkeeper to verify that both payments cleared. She will also have the bookkeeper verify that election worker checks were sent out in May since Brenda Dodge reported she never received one.

Denise asked if there was a revaluation cost to give to Tracey Upton. The answer was not yet.

Harry checked with the post office concerning accounts. They do not have them and it was determined that credit cards were the best way to take care of those costs.

Denise asked about the phone system and if separate lines had been set up. Harry is still looking into it and will contact the phone company to see how many lines the Town hall has now.

Gayle asked about the minutes from Town Meeting that she handed in yesterday. Jenn determined the date for posting, the form was signed and Jenn will upload it tonight.

The first and second budget hearing minutes were reviewed, edited and signed. The minutes from the April 27 work session and the April 30 Emergency Meeting were reviewed and signed.

There was discussion about Errol Peter's request for information. Emails from the past several months were printed, the tax warrant, minutes since January and tax abatements are ready for pick up. Denise reported searching through the office computer for documents sent to other committees and towns, but was unsuccessful. Jenn printed a letter sent to the ZBA to add to the papers. A letter was drafted to send certified to Mr. Peters tomorrow, and Jen will give him a call, as well. He can come in during hours or set up a time with a board member for pick up.

Minutes from June 16 were reviewed and signed.

Harry prepared a letter concerning a timber bond for DCI. Denise will mail the letters tomorrow.

Harry will see if the bookkeeper can come next week during the Wednesday office hours so he can work the Select board hours at the same time.

Jenn reported that Brenda is helping the tax collector with guidance on abatements and filing with the registry.

Harry shared a notice he received about funds from the American Rescue Fund Act being available to most NH towns. There are local fiscal recovery funds that can be applied for, and the filing deadline is August 18.

Denise made a motion to adjourn at 9:52 PM, and Jenn seconded it. The meeting adjourned.

Respectfully submitted,

Denise Cartwright

Harry McGovern

Denise Cartwright



Jennifer Locke

