

Landaff Select Board Meeting  
Landaff, NH  
August 25, 2021  
6PM

### Minutes

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

Harry then called the meeting to order at 6:00 p.m. Roll was taken.

Denise welcomed Mr. Harvatine to the meeting and asked what matter he would like to address. Mr. Harvatine explained that he had recently filed for a Building Permit and was now inquiring as to the status of same. Denise explained that we had received his application by email earlier in the week and that the next steps were to forward same to the Road Agent, Fire Dept. with a copy to the Planning Board and that they would reach out to him directly to resolve any issues. He thanked the Board for the information and left the meeting. After this conversation, Fran explained that we are still awaiting Mr. Harvatine's filing fee and that she had been in touch with his wife who stated that same would be put in the regular mail. Fran also explained that she put a package together with requested information for Mr. Harvatine of zoning information, current land use, etc. and sent that off in the mail.

The minutes from August 18, 2021, were reviewed, approved and accepted.

Harry then updated the Board in regard to GOFERR. We are now in receipt of correspondence from the Governor's office stating that the Town will be receiving a LFRF (Local Fiscal Recovery Fund) grant from the State. We should be receiving the first payment within the next 5 to 7 days in the amount of \$22,979.37. Fran will confirm receipt with the Treasurer.

Harry has recently spoken with Chris Davis and asked if he would be interested in joining the Northern Grafton County Broadband Committee. Harry then made a motion, seconded by Denise, to approve and appoint Chris Davis. Motion was so approved. Harry will get in touch with Jon Wright and give him Chris' information.

The M434 (Revised Estimated Revenues) was reviewed and correction were made and discussed. Motion was made by Denise, seconded by Harry, that said MS434 be revised and signed by the Board and forwarded to the ORA. This was completed and filed for review on 8/25/21.

The MS535 (Financial Report of the Budget) was received from the auditors. It was then reviewed and notes were forwarded to Plodzik & Sanderson to make corrections, etc. prior to filing of same.

Fran then explained that the Board received an email from a company called Exactus Permitting with regard to Residential Solar Requirements. Fran was concerned about information being sent to the wrong people. Fran brought the attention of the Board of an email she received regarding the Town of Peterborough and the utilizing of targeted spoofed and phishing emails which seemed legitimate and cost the Town of Peterborough 2.3M. The Board reviewed the request and found it to be legitimate. Fran will reply to same by return email.

Jenn then discussed the need to have the budget completed no later than November in QB so that it is all set for the auditors.

Denise asked Fran to set-up appointment for Presidential Pest Control for Sept. 9, 2021. Fran will confirm and notify Board members.

Denise reported that the review and search for 2020 Building Permits is now completed. That the only information she could find for 2020 was property located on Pearl Lake Dr (Prentice). and property on Mill Brook Rd. (Erb). She will complete the report and forward same to the appropriate entity.

Denise also informed the Board that she has now updated the Town maps with Cartographic Associates. Inc. They will return the maps for filing in the Town Office and, also, provide a new pdf copy for computer use.

Discussion then proceeded with regard to the Town Hall and various quotes for work that needs to be done. Denise has been in touch with Phil Fournier to confirm that the Town Hall will require black rails. She has left messages regarding all the required repairs for this year. Harry stated that he asked for a quote for work from Garrett Blake. Right now. Mr. Blake has five events left for the season and then will take on carpentry work. Jenn asked if Harry had spoken to Todd Breen and Harry replied that he had not yet spoken with him. The Board decided that for this year, the repairs would include only the rails and the emergency lighting.

Fran explained that there is a new form in the Building Permit binder which will indicate when each application was received by the Town office and where each application is in the process. This should be available for everyone to have easy access in order to answer questions which pertain to an individual Building Permit.

Jenn let the Board know that Lloyd Donnellan had called and left a message for her the previous Thursday at 9 p.m. notifying the Board that Country Comfort was still operating equipment at that late hour. Jen called him back and asked him to please let her know in the future and she would go to see what pieces of equipment were operating.

At 8:42 pm, Denise made a motion to adjourn seconded by Harry to go into closed session to discuss a personnel matter. It was accepted by all.

At 9:24 pm, the meeting returned to regular session.

Denise made a motion to adjourn this meeting at 9:25 pm. Jenn seconded the motion and the meeting was adjourned.

Respectfully submitted,

Fran Day

Harry McGovern

Denise Cartwright

Jenn Locke

Landaff Select Board Meeting  
Landaff, NH  
August 25, 2021  
6PM

Minutes of Closed Meeting

Present: Harry McGovern, Denise Cartwright and Jenn Locke

Harry called the meeting to order at 8:43 pm. Roll was taken. The zoom link was closed and Gayle left the meeting.

The Board discussed a personnel matter. A letter was prepared for the NHES.

Motion was made and seconded to adjourn this closed session at 9:23 p.m.

The meeting went back into open session.

Respectfully submitted,

Fran Day

Harry McGovern

Denise Cartwright

Jenn Locke