

Landaff Select Board Meeting
Landaff, NH
October 5, 2023
6 PM

Minutes

Present: Jenn Locke, Mary Beaudin, Harry McGovern and Frances Day,
Administrative Assistant
Guests: Alma and Paul Varcak

Meeting was called to order at 6:10 p.m. Roll was taken.

The minutes of the September 20, 2023 meeting were reviewed and revised..

Mrs. Varcak asked for copies of the minutes of the Select Board meetings. Mary explained that minutes are approved and signed and then available to the public on the Town's website. Mrs. Varcak then stated that she thought that the minutes were not up-to-date and Mary explained that the last meeting minutes on the website are dated September 6, 2023. She reminded Mr. and Mrs. Varcak that the Select Board meets every other week on Wednesday evenings. They were advised that every Thursday morning a draft of the minutes is posted on the board outside of the Town Hall for the public.

Mr. Varcak then asked about the budget process, actual expenses v. budget, process for inclusion of warrant articles, etc. Jenn explained the process and procedures and the Town working in conjunction with the Department of Revenue. Unfortunately, they missed last year's budget meeting where budget items were discussed and voted on. Jenn advised that the School and Town both hold meetings to give full explanations of how they arrive at the budget numbers.

The Board then discussed the draft of the LVFD handbook. The Board agreed to forward to legal counsel for input and direction once they have had an opportunity to review same and discuss with Jason Cartwright, Fire Chief. Mr. and Mrs. Varcak informed the Board that they would like a copy of the handbook, once it has been approved, as they are concerned that some individuals have been excluded from joining. Jenn informed them that this handbook is still in draft form and they would need to contact the Chief to discuss. Mr. and Mrs. Varcak then left the meeting.

Jenn then advised Fran to contact the Health Officer and forward the election form indicating Harry McGovern as Health Officer and Mary Beaudin as Deputy Health Officer as requested for their records.

Harry then inquired as to the status of the Church Study Committee. Fran informed the Board that upon legal counsel's recommendation and Jenn's direction, she contacted Cindi Graf of Fairlee Title Abstracting who is conducting a title search of the property. Jenn asked Fran to follow up with Cindi to see how this is progressing.

The Board then asked Fran to follow up with estimates for printing the Annual Report. Mary suggested the addition of Upper Valley Press along with Harrison and Bradshaw.

Jenn then asked about the Board's availability for a budget work session for next Wednesday, October 11, 2023 at 6:00 p.m. This will give everyone an opportunity to review actuals v. budgeted and make any necessary revisions or corrections prior to setting the 2024 budget. Fran will post the notice.

Harry directed Fran to review and confirm all 2022 timber bonds. He suggested working with Treasurer before proceeding.

Harry reminded Fran to ask Treasurer to complete paperwork for Road Agent regarding VISA card for purchases.

At 7:15 p.m. Jenn made a motion to go into closed session for matters of reputation. Mary seconded.

At 7:51 p.m., the meeting returned to regular session.

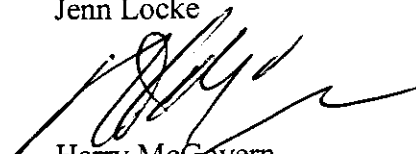
There being no further business to come before the Board, Jenn made a motion to adjourn, seconded by Mary.


The meeting was adjourned at 7:52 p.m.

Respectfully submitted,


Frances R. Day

Jenn Locke


Harry McGovern


Mary Beaudin

Landaff Select Board
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Closed Meeting

Present: Jenn Locke, Harry McGovern, Mary Beaudin and Frances Day,
Administrative Assistant

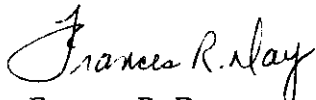
Meeting was called to order at 7:16 p.m. to discuss matters of reputation.

Jenn advised that an application for assistance has been received and the applicant is a resident of Landaff. After discussion and review of preliminary paperwork, Jenn stated that she would contact the applicant to meet and complete the application; go over the requirements; and, discuss potential assistance programs available.

At 7:49 p.m., Jenn made a motion to return to regular session. Seconded by Mary


The meeting was adjourned at 7:50 p.m.

Respectfully submitted,


Frances R. Day

Jenn Locke


Harry McGovern


Mary Beaudin