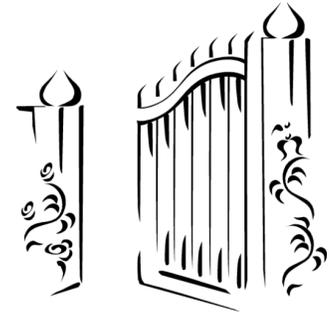




# TRUSTEES OF CEMETERIES

Post Office Box 56  
Town of Gilmanton, New Hampshire 03237-0056



Meeting Minutes  
Tuesday, April 26, 2005, 7pm  
Gilmanton Academy  
503 Province Road

Present: Trustees Marion McIntyre, Candace Daigle and Leonard Stockwell, Jr.

## **Buzzell Cemetery Acceptance**

Town Meeting authorized the Selectmen to accept Buzzell Cemetery from the Buzzell Cemetery Association which is disbanding. The Trustees will have the deed drawn up at the cost of the Buzzell Association. C. Daigle will schedule a meeting with Steve Winchester for the exchange. Discussion will include what rules/fees the Association has had in place, what sale funds may be outstanding, what process did they use to inter, what Association funds, outside of perpetual care will be turned over into the General Care Fund, what records exist including burial, lot ownership, minutes, accounting and correspondence. L. Stockwell will make an inspection of the site to see if there are any upgrades that need to be accomplished before the transfer. This will be the first active municipal cemetery. M. McIntyre will contact C. Moorehead about adding Buzzell to our maintenance schedule.

## **Projects**

1. **French Road:** The Trustees reviewed a bid from Coffey landscaping for \$1,740 to reconstruct the stone walls surrounding the French Road cemetery. The abutters have offered to donate the fieldstone for the project. This site does have 4 walls, no gate. After completing the discussion of projects, the Trustees decided that it was important to enclose 2 other site that have no walls at all prior to undertaking this reconstruction. C. Daigle will notify Mr. Coffey.
2. **Abandoned Burial Site Proposal:** The Trustees discussed the Selectmen's acceptance on October 25, 2004, of the 27 abandoned burial sites proposed by the Trustees.
3. **Mary Butler Home site Fencing:** The Trustees discussed the need to replace the fence and gate at this historic site. There is approximately \$1,000 in the perpetual care fund established in 1963 by DAR Mary Butler Chapter who first received ownership of the site from Dr. Kitchen in 1922. The total cost estimate received by the Trustees last season was \$2,200-\$2,500 for replacement with plastic fencing. C. Daigle contacted Marilyn Woodward, Reagent of the Chapter to see if the Chapter would participate in the cost, to bring them up to date on the recent subdivision and to see what their long-term plans were for the site. The Trustees would not usually spend the entire trust income to support care in future years. In addition, they would not usually spend town funds on upgrades when another source was available. They also discussed what future plans the Chapter had for the site, whether they are considering turning it over to the Town as some time in the future. Lastly, that it might be wise to ask the abutting landowner for a small easement around the site to buffer it from development. Mrs. Woodward stated she

- would bring this information up to the Chapter member and see how they would like to proceed. The Trustees will not proceed with scheduling this work until the Chapter discusses the project. C. Daigle will see that the site information is forwarded to the Selectmen so that it is shown correctly on the tax map.
4. **Cemetery Rules:** C. Daigle will continue to draft rules for the Trustees' review.
  5. **Trustee Handbook:** The Trustees will draft a handbook to describe the duties and responsibilities of the Trustees along with a description of the actual processes used.
  6. **Site Acceptance Policy:** The Trustees noted that a policy to guide the acceptance of burial sites in the future had been drafted and submitted to the Selectmen last fall. The Selectmen had been in discussion with an individual who wanted the Town to accept a site. There has been no further word on that situation.
  7. **Perpetual care funds apportionment:** A future project is to calculate the proportion of each cemetery care bill that each lot having perpetual care is responsible to fund.
  8. **Friends bench:** Peter Osler has asked that he be permitted to place a granite bench inscribed with his and Barbara's names in the Friends Cemetery and that they be permitted to scatter their ashes within the site. No rules have currently been established, but the Trustees reviewed the site and the request. There is sufficient room within the cemetery for the bench without impacting existing lots. There are no lots for sale within the cemetery, but the scattering of ashes will be allowed as requested.
  9. **Scheduled Maintenance:** M. McIntyre will check with Carl Moorehead to see if he is all set for the season. The Trustees have offered in the past to split up the sites and provide additional help if necessary.
  10. **Site research:** C. Daigle reported on on-going site research.
    - a. **Hattie Smith Site:** The oldest deed to date is 6/24/1886 Gilford B. & Sarah E. Brickett to Jacob R. Gordon. The deed reads in part, "Reserving and excepting from the aforesaid described premises the burial lot now occupied in part for said purposes and measuring four rods one way and four rods the other way with the privilege of passing from the road to said lot". L. Stockwell spent some time clearing away growth last year and found the civil war iron marker and 6 fieldstones marking graves. He will continue to investigate the site. C. Daigle will write to the lot owners informing them of the project and also continue with the deed research. This site is one the Trustees chose for this year's projects. It currently has no enclosure, gate or sign. It is important to outline this site with posts/chain to establish the burial ground as best possible. C. Daigle will obtain post costs. L. Stockwell has spoken with Roger Clark who is interested in doing the work to set the stones/run the chain.
    - b. **Town Farm Site:** C. Daigle has researched the Town Farm, finding that the poor were supported by auctioning the maintenance of same from 1815 to 1830 when the Town purchased the Gotham Gilman/Lewis W. Gilman/Daniel Ayers farm for a town farm. The dwelling at the farm burned on October 22, 1847. At a special town meeting on November 10<sup>th</sup>, voters voted to sell the property and to buy Moses Stevens' farm for \$3000 if possession could be obtained by June 20, 1848. It appears that this farm was located on what is now known as Town Farm Road. Property along the road is divided into several lots. C. Daigle will walk in from Rte 107 to try and determine the distance in as it relates to the different lots along the road. Several of the lots on the Meadow Pond Road were owned/sold out by

Valley Shores Club which makes determining specific ownership difficult. M. McIntyre will also check for further information from some local owners.

11. **Inventory:** M. McIntyre has a complete inventory of sites/stones. At some point the Trustees will compare existing with the records to update the inventory.
12. **Insurance:** C. Daigle will make sure that Buzzell is added to the Town's sites for both property and liability insurance coverage once the deed is accepted.
13. **Burial Records:** The records in the Town Clerk's office should be reviewed and matched against burial/stone records for each site.
14. **Burial/Cremains Disposal Handout:** The Trustees will design and produce an information handout for those wishing to learn about the options for full/cremain burials.
15. **Clough Burial Site:** L. Stockwell will check with the Dawsons about allowing the Trustees to erect stones/chain around this site also this year. He will also see about cutting the growth out of the site this spring to facilitate enclosing it during the summer. This site also has no enclosure, gate or sign.
16. **Allens Mill Rd Site:** J. Moorehead has asked that the Trustees view the location of a possible burial site that she has located. Arrangements will be made to do that.

### **Budget**

The Trustees reviewed the funds carried forward from 2004 and the 2005 appropriation. They also discussed approaching Town meeting in 2006 to establish a special trust fund under RSA 31:19a for the general care of cemeteries and historic sites. This would allow any unexpended budget funds to go into the fund as well as any donations or other revenue such as perhaps lot sale income towards keeping the cemeteries maintained at the lowest possible yearly cost.

The Trustees agreed that there are many projects that remain to be done over the next few years to continue to maintain and protect these valuable sites. Additional sites need upgrading and it's possible that more sites exist. Future meetings will be scheduled as necessary.

### **Adjournment:**

The Trustees adjourned at 9:12pm

Respectfully submitted,



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Candace L. Daigle