



TRUSTEES OF CEMETERIES

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Meeting Minutes

Wednesday, July 24, 2019 7pm

Gilmanton Academy

503 Province Road

Present: Trustees Candace Daigle, Leonard (JR) Stockwell, Jr. and John Dickey; staff Paul Lines.

Minutes

MOTION: On a motion by J. Dickey, seconded by JR Stockwell, it was voted unanimously to approve the minutes of June 5, 2019, as written. (3-0)

Staffing

During 2018 the Trustees spoke to both the former Town Administrator and NH Municipal Association regarding the appointment of a Cemetery Sexton. The Statutes state that: "*Cemetery Trustees may appoint a cemetery custodian or sexton who shall not be a trustee and who shall be responsible to the cemetery trustees for supervising work done in the cemeteries*". Sextons provide guidance for the care and maintenance of the sites, consistency when the elected Trustees may change, may be given the authority to work directly with families and providers during burials, with prospective buyers in identifying and layout graves and providing access into the cemeteries for vehicles and other equipment to prepare graves and install headstones. As the Trustees look to hire some additional maintenance staff, the position of Sexton becomes more logical.

The members reviewed a draft of a job description for the position of Sexton.

MOTION: On a motion by J. Dickey, seconded by JR Stockwell, it was voted unanimously to adopt the job description, as written, for the position of Sexton. (3-0)

The Trustees discussed that this position will be a working position, it will not be in addition to the employed groundskeepers. It will be a part-time, seasonal position. The Sexton will need to provide equipment for the job and will receive a stipend for the use of the equipment equal to other groundskeeping personnel. However, the hourly wage for the Sexton will be \$18. When undertaking duties of a Sexton, the individual will not also be paid the equipment stipend.

Members discussed the position with P. Lines who has been doing many of the more responsible activities for some time.

MOTION: On a motion by C. Daigle, seconded by J. Dickey, it was voted unanimously to appoint Paul Lines to the position of Sexton as discussed above and as described in the applicable job description. (3-0)

General Items

Site name signs: No new info.

Site regulations signs: Each sign needs one post (10 posts). The sign is 2' high so the posts need to be at least 5'-6' high. Road Agent Perkins asked how many posts are needed; he may have some

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MINUTES ISSUED IN DRAFT-SUBJECT TO AMENDMENT/ADOPTION AT SUBSEQUENT MEETING-MINUTES AVAILABLE July 25, 2019

for us. P. Lines will check with him, pick up the signs from C. Daigle and start erecting them.

Orphan stones: No new info.

Specific Site Reports

Unknown: S. Bedard referenced possible recent private burial on unknown site. Spoke to Mr. Bedard again. He'll check w/property owners. This item has been open for some time. It will be considered closed unless additional info is submitted.

Beech Grove:

1. Lemire corner posts have been set.
2. Still need estimate to fill in low place on right of driveway.
3. There is a newly fallen stone. J. Dickey will let Mr. Beede know.
4. P. Lines reported more disturbing news from Beech Grove. Recently he was working there and found someone had pulled up a footstone from Willard and laid it on another grave. He replaced it. He then noted that a 4x4 granite post was laying on the upper tier of the "F" sites. He replaced it. Upon returning the following day, the granite post had been taken. He will follow up to C. Daigle with a written report that can be used for report to the Police Department.

Buzzell: Mr. Beede is contracted for \$2,460 granite posts, installed. C. Daigle has received notice of Donald Leclair's passing and provided interment info to his son. They had previously purchased lot 481 where Mrs. Leclair is already interred.

Foss: Town has assumed maintenance of this site. Groundskeepers have been into the site one time and need to return. The family did not maintain last year. C. Daigle reported on a call from Mrs. Foss. She and Mr. Foss originally created the fund for the site. She asked about the work. C. Daigle explained it would probably be more work this year and Mrs. Foss agreed since it hadn't been done last year. At year-end we'll get back to her about the annual cost. P. Lines reported that they had walked in the 1.5 miles and removed all limbs, branches and other debris. Since this is a heavily shaded site, and it had not been done last year, there were many. They'll need to carry in equipment to trim it down next time. P. Lines will speak to the owner at the north end of Pine Hill Road to see if they can gain access because the cemetery is so much closer from there. Right now, it's securely cabled.

Friends: It appears the northerly gate has been taken without authority. C. Daigle completed a report which was filed with Gilmanton Police Department and a copy provided to the Town Administrator asking about the possibility of insurance coverage. It's difficult to conceive but this is becoming a significant problem in the cemeteries. JR Stockwell noted that Mrs. Levesque reported she had not seen anything related to this removal. He will contact Mr. Pinette to get an estimate on replacement.

The members discussed trying to curb, or at a minimum prosecute these actions. Missing items will be included in an article for the Sun. Such actions are prosecutable under RSA 635:8 as a class B felony. It was noted the proximity of this theft to the Beech Grove one.

Hillside: P. Lines reported that the wild turkeys have torn up the grass in several areas for the

purpose of grubs and dusting. All agreed there is not much that can be done.

“Indian” burial site: Trustees scheduled an inspection for 4pm, July 28th, meeting at 12 Sanborn Hill Road to walk into the site.

Mary Butler: Fence needs staining.

Merrill: Mr. Morrison offered to help with cost of renovation. J. Dickey will check with Mr. Beede on cost and see how soon he can proceed with repairs. Wooden gate needs repair.

Osgood: Awaiting tree work (\$2,400) and Mr. Beede (\$720). C. Daigle reached out to Arbor Tech for an update. Wiser to have trees taken first. J. Dickey will photo-document the work for our records and to share with Mr. Cumins who donated towards this project.

Plummer: C. Daigle needs picture of gate without sign for PD report.

Tibbetts: Mr. Beede contracted (\$1,800-\$2,200).

Wilson Hill: Mr. Beede contracted (\$2,500).

J. Dickey reported that Mr. Beede is well again and is scheduling Wilson Hill for the next week or so. It was decided to schedule Mr. Beede’s outstanding work as Wilson Hill, Merrill, Buzzell, Tibbetts, and Osgood after tree removal.

Budget

To date expenses reported to Trustees total \$2,914.62 in wages/costs and \$2,707.50 in stipend. Total to date (\$5,622,12).

MS9 has been balanced to bookkeeper’s records. A couple of issues were sent back to TTF for next year.

Next Meeting

The next meeting will be scheduled for 9/4 or 9/11, 7pm, at the Academy, dependent on availability of the meeting room.

Adjournment

The meeting was adjourned at 7:41pm

Respectfully Submitted,

Candace L. Daigle, Trustee