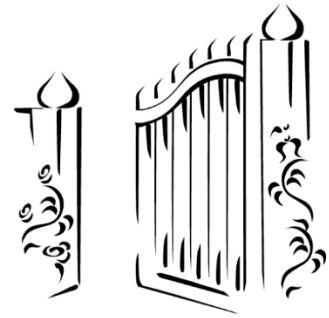


TRUSTEES OF CEMETERIES

Post Office Box 119

Town of Gilmanton, New Hampshire 03237-0119

cemeteries@gilmantonnh.org www.gilmantonnh.org/cemetery-trustees



Meeting Minutes

Friday, July 29, 2022 – 7pm

Gilmanton Academy, Town Offices

503 Province Road, Gilmanton, NH

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

Approval of Minutes –May 9, 2022

MOTION: On a motion by John Dickey, seconded by JR Stockwell, it was voted unanimously to accept the minutes of May 9, 2022, as written. (3-0)

Site Reports

A. Ayers Crypt

1. Reclamation project is underway. JR walked the site with Arbor Tech and flagged trees to be cleared to accommodate machine access. Arbor Tech completed the work for the quoted amount of \$1,315. All necessary trees were taken. The Trustees appreciated the quality work and the respect shown by the crew during the job. The wood was cut to manageable size and left on site for the owner. The Arbor Tech crew was fascinated by the history of the site and have asked to be contacted with the stonework is underway so that they can view the work.
2. The plaque on the front of the crypt was removed for safekeeping until it can be mounted in the new stonework.
3. JR notified Kevin Fife who will complete the stonework this season. It's possible that some additional stone will be necessary to complete the project.
4. The project required access over both tax lots (116/016/001/000-vacant John Reifsnyder and 116/016/000/000-occupied Bert & Pennie Spooner). The Town does have an easement to access the crypt and both owners were very gracious. If the Reifsnyder lot were to be sold it might be beneficial for the new owner and the Town to permanently locate the easement to the best convenience of both parties not that the major reclamation work will be completed.

B. Beech Grove

1. One fallen and one rotated post have been reset.
2. JR and Arbor Tech walked the site and finalized the 2023 tree work which will clear all dead and overhanging limbs along the interior drives for a quote of \$5,200 - previously approved.
3. Two interments have occurred (Dugal and Willard) and one additional (Sellin) is scheduled for September. Dignified Services ran into a large rock but managed to maintain the three graves in the upper row of plot F47. Vaults were installed in both F47b and F47c while the site was disturbed.
4. Staff has cleared saplings from within ornamental bushes.
5. A multi-grave plot was offered back to the cemetery, and it was repurchased at the original purchase price. Related trust fund monies remain with the Town. The plot will be measured and placed back on the available lot list.

Candace L. Daigle
(603) 267-8274

Leonard Stockwell, Jr.
(603) 267-7502

John Dickey
(603) 267-6098

MINUTES ISSUED IN DRAFT-SUBJECT TO AMENDMENT/ADOPTION AT SUBSEQUENT MEETING-MINUTES AVAILABLE July 30, 2022

6. Plot F23 (Sellin) obtained Probate Court determination of ownership and the owners are in the process of designating the available spots.
 7. The Trustees discussed the growing need for available parking for burial services. Parking along Province Road is prohibited due to lack of shoulder and the curve. Parking along the access driveway and/or in the interior drives results in blocking all other traffic. There is room for 2 or 3 vehicles immediately outside and to the right of the interior gate and there are a few areas within the cemetery without graves that could be utilized. But people tend to simply pull onto flat grass areas, much of which are plot or burial areas. Trustees will do additional research and discuss at the next meeting.
- C. **Buzzell**
1. JR is checking on the weed eradication work. Paul Lines, Sexton, has reported that open areas are starting to grow some grass.
 2. All gates function. The side pedestrian gate will remain chained to the adjacent vehicle gate whether opened or closed to protect it from theft.
 3. The “orphan” stone sign has been received and staff will mount. JR has placed the unknown Andrew Edgerly stone there.
 4. The GPS opportunity previously discussed is no longer available.
- D. **Copp-Marstin & Copp** duplicate stones are to be installed.
- E. **Friends**
1. The duplicate Ruth Jones stone has been relocated here from a basement on Loon Pond Road.
 2. Several leaning stones will need resetting when we’ve located a stoneworker.
- F. **Guinea Ridge**
1. JR walked the site with Arbor Tech. They identified the trees that will need to be taken but suggested that the work could wait a few more years. We will revisit at that time.
 2. The one interment scheduled, Coleman, was postponed.
- G. **Hillside**
1. One full (True) and one cremain (Roberts) interments were completed on April 29th.
 2. The corner posts for the Roberts plot have been reset and will be checked once the on-site bush is removed.
 3. After evaluation it was determined that two sloping graves on the Roberts plot can be used once a large bush is removed. We obtained a quote for removal and the owner has agreed to pay the cost and the work will have been ordered.
- H. **Mary Butler Homesite**
1. The DAR proposes a “project” day at the site. There is no structural work necessary as the fence and turnstile constructed in 2008 by JR with materials provided by the Historical Society is solid and straight, but DAR will re-stain both.
 2. Although the DAR also proposed a work party at the Copp cemetery burial site, no work is required there. They’ve also requested to erect a plaque related to Mary Butler Eastman at the Copp cemetery. The Trustees will review size, material, location, and wording prior to erection.
- I. **Merrill**
1. John called Mr. Beede again three weeks ago. Mr. Beede remains too busy to undertake our previously quoted projects. Dignified Services has also not returned two calls asking if they can assist. Candace will contact Laconia Monument to see if they can look at this one stone for repair. She will have them contact John Dickey if they’re available.

2. Mr. Morrison, descendant, remains anxious to have this stone repaired and wants to put up a sign in the cemetery listing those buried there. Trustees would need to approve for content, size, etc.
- J. **Pine Grove**-John will lead a walking tour here for the Gilmanton Historical Society on August 23rd. He has done much research and met with both Bud Young and Belynda Littlefield.
- K. **Tibbetts**-See Merrill above.
- L. **Town Farm**-The members reviewed info on other cemeteries using Ground Penetrating Radar and considered its use at this location.
- M. **Town Pound**-JR repaired the gate hinge and located some additional historic initials carved into the rear wall stones.

Other Project Reports

- A. **Trees**-staff checked with the Road Agent who agreed to our use on weekends of a public works employee who has significant tree work experience for work that exceeds our staff but doesn't require a tree company.
- B. **Donation**-A fund donation sent to the Trustees was returned to be properly redirected to Smith Meeting House.
- C. **Site signs** have been ordered and the deposit paid for Tibbetts, Copp, Buzzell, Friend and Page.
- D. **Burial Book**-Although we have few annual interments, the number is increasing. A burial book has been created to track relevant burial information. It tracks existing burials back to 1988 when the positions of Trustees were first created. Unfortunately, except for Buzzell and Beech Grove, all the other cemeteries came under the management of the Trustee with no burial records.
- E. **Orphan stones**
 1. Members viewed a list of all known "orphan" gravestones (gravestones discovered in Gilmanton for which no death or burial was recorded).
 2. JR has a Harriet A. Gilman stone which came to us from a resident who had heard it was a duplicate for a replacement stone at Smith Meeting House. However, there is no record of the death or burial. The stone is in multiple pieces, too damaged to repair for placement in the orphan stone area. The members discussed disposition and referred to the orphan stone policy. Final determination was not made.
 3. Candace has two duplicates to go into Copp and two from the tax deeded house for which no information can be found. They will go into the orphan site at Buzzell.
 4. JR will ask Karen to match up the loose footstones at Buzzell with the matching headstones.
 5. The location of the Janet Iola stone is unknown.
- F. **Training**-Candace previously distributed training materials to the members from the 2022 NHMA Trustees Seminar. She noted the need to develop a local Trustee handbook for transition Trustees.
- G. **Injury**-An employee injury has been resolved.

Budget

- A. **Current Town Budget**
 1. Budget expenditures are in-line with appropriated funding and total wage hours appropriated appear adequate.
 2. Warrant Article-The majority of the cost for the interior Beech Grove tree clearing will be covered by a separate funded 2022 warrant article.
- B. **Expendable Trust Fund**-Major project funding to be taken from the expendable trust fund includes upcoming stonework for the Ayers Crypt.
- C. **General/Perpetual Care Funds**-Income from general and care funds will be utilized at year-end to offset groundskeeping costs to the greatest extent possible.

- D. **McIntyre Fund**-second year income available for major project in any cemetery managed by the Trustees.
- E. **2023 Appropriation Request**-Wages and related line items may be adjusted by the Selectmen in keeping with any overall wage adjustments proposed. Repairs & Maintenance and Supplies appear sufficient for proposed projects such as site signs. The Trustees discussed increasing the stipend cost paid for equipment costs due to the across-the-board increases that have occurred in that area. The suggested increase is \$2/hour for the currently budgeted 250 hours. The members reviewed the draft Fact and Narrative sheets required to accompany the 2023 request including a new discussion topic for the Selectmen's consideration, municipal succession planning for elected officials.
- MOTION:** On a motion by John Dickey, seconded by Candace Daigle, it was voted unanimously to increase the hourly equipment stipend from \$18 to \$20 without any increase to the number of hours based on the national increase in all such related costs. (2-0-1 JR Stockwell abstained)
- MOTION:** On a motion by John Dickey, seconded by Candace Daigle, it was voted to submit the 2023 appropriation request with no adjustments other than any wage/related cost increase proposed by the Selectmen and the stipend increase approved above. (3-0)

Other Business

Adjournment

MOTION: On a motion by John Dickey, seconded by Candace Daigle, it was voted unanimously to adjourn at 9 pm. (3-0)

Respectfully Submitted,



Candace L Daigle, Chairman