

# TRUSTEES OF CEMETERIES

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## Meeting Minutes

Tuesday, May 11, 2021 – 7pm

Town Offices, Gilmanton Academy

503 Province Road, Gilmanton, NH

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

## Approval of Minutes – November 23, 2020

**MOTION:** On a motion by John, seconded by JR, it was voted unanimously to accept the minutes of November 23, 2020, as written. (3-0)

## Elections

**MOTION:** On a motion by John, seconded by JR, it was voted unanimously to elect Candace as Chairperson for the upcoming term (2-0-1 Candace abstained). Candace will continue to serve as Bookkeeper and Record Keeper.

## Site Reports

- A. Ayers Crypt
  - 1. We did receive the final plans with the notes we wanted included.
  - 2. Paul will get the trees on top cut.
  - 3. JR will call Kevin Fife for a meeting to get his recommendation and estimate on work to be done on the crypt.
- B. Beech Grove
  - 1. Hodgdon stone-Laconia Monument to seal this year, hopefully when they come to set the Williams corner stones.
  - 2. Sold one 4-grave lot, F63B, to Holly and Richard Williams, Burke Road.
  - 3. From the 2021 Town budget we received an extra \$5,000 into the Expendable Trust Fund for the purpose of starting to remove failing Ash Trees. Candace will contact Arbor Tech, ask them to take a closer look at Beech Grove and give us a written estimate for removal. She will also contact those abutting landowners where we will need permission to take trees that are in danger of falling into the driveway or cemetery.
- C. Besse - JR checked. Looks good.
- D. Buzzell
  - 1. 2020 posts and pins have not yet been added to our working plan.
  - 2. Mr. Ouellette's transfers are complete.
  - 3. Weed control happening? JR left a message for Bill at Turf Pro.
  - 4. Paul noted that staff's heavy fall cleanout made a big difference starting up in the sites this year. The Trustees encouraged continuing that fall effort.
- E. Carr – Paul noted he's going to try and get in this spring to cut out poison ivy.
- F. Copp - Karen's been in for a spring cleanout and it looks great. See Tibbetts re:leaves.
- G. Durrell – Both John and Paul talked to Steve Bedard who invited staff in anytime for groundskeeping.
- H. Friends – Karen has been in for spring cleanup.
- I. Guinea Ridge – Looks good, maybe needs a blowout.

Candace L. Daigle  
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Leonard Stockwell, Jr.  
(603) 267-7502

John Dickey  
(603) 267-6098

MINUTES ISSUED IN DRAFT-SUBJECT TO AMENDMENT/ADOPTION AT SUBSEQUENT MEETING-MINUTES AVAILABLE May 16, 2020

- J. Hillside – Paul said he had 3 hours in simply picking up sticks. It's been a hard year for anyone have trees in maintained areas.
- K. Indian - Reclamation was completed, for quoted \$4,500; paid out of 2021 funds. JR will check tomorrow but suggested maybe only one seasonal maintenance would be needed in the fall.
- L. Leavitt Road – JR checked, and Karen has been in for spring cleanout.
- M. Levi Hutchinson – Both JR and Candace were in Levi's and both met with the property owner, Paul Graham. The property which includes both Levi and Plummer is heavily noticed for No Trespassing because the owners have had problems with people using the property improperly, but he was very gracious in letting Trustees and groundskeepers access the cemeteries at any time. He also offered to blow the leaves out of Levi's when he takes care of the driveway. Candace will send a letter of thanks.
- N. Lougee – Mr. Downing is away and the trees have not been taken down yet. Paul will speak with him and agree to also take the two in the cemetery if the logger has an insurance certificate.
- O. Merrill
1. Beede evaluation, quote and work still needed. We have a donation offer. John was able to reach Mr. Beede by phone. Mr. Beede again said he has more work than he can do and he could not commit to getting here this year for Merrill or Tibbetts. Do we need to get someone else?
  2. The metal gate is at Mickey's shop for work.
- P. Page – Karen has been in for spring cleanup.
- Q. Plummer – See Levi Hutchinson.
- R. Sanborn
1. No contact/answer from Sanborn's landowner. Would be great to get easement, access, plan, etc.)
  2. Members agreed reclamation would be nice, but the 6 or 7 stones are broken, have all been moved and at this time we don't have anyone doing this work for us.
  3. Looks good this spring. Probably will only need a fall cleanout. Paul will add a flag at Lt. Sanborn's stone.
- S. Sawyer Lake - No further contact with new abutter to Sawyer Lake.
- T. Tibbetts
1. The major leave removal last year was a great help. Both Copp and Tibbetts have a removal problem as there is nowhere on site to dispose of the leaves. Trustees suggested contacting a local landscaper that has a suction machine whenever staff faces that problem.
  2. See Merrill re:Beede. This is going to be a difficult site due to slope and limited access.
- U. Wilson Hill – Paul will have done for Memorial Day. Another site where it's hard to dispose of sticks and the abutting property owner does not want them placed over the wall.

**Other Project Reports**

- A. Ash trees removal – Paul will complete inventory of all sites noting number of trees that should be taken. Candace will contact Arbor Tech for Beech Grove.
- B. Candace will submit a recommendation as to equipment to purchase to start identifying the Buzzell layout.
- C. Site Name Signs – Trustees agreed to contract with Adel Signs for Sawyer Lake, Lougee and Guinea Ridge signs. Paul will reset Beech Grove sign more securely and check the Sleeper sign for same.
- D. Cemetery pages of Town website are almost completely updated. Some work on the Veterans page remains as well as double checking that the most current version documents are up.
- E. Annual Report was in Town Report.

- F. Orphan stones project moved forward somewhat. Candace received a call from George West, a resident, who works for Concord cemeteries. They are claiming two of the stones. Those two will be pulled from the pile and Mr. West will pick up to deliver to Concord. Two more appear to belong in Boscawen who did not respond last year to an inquiry. Candace will repeat the attempt.
- G. ALL records are now scanned including all permanent records which have been added to the Town Hall Vault (we went from 3 boxes to 6). Access to the scanned records has been given to all Trustees and Sexton. No other cemetery records exist.

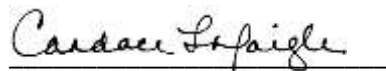
**Budget**

- A. Town Budget
1. Amount requested passed - \$15,936 (\$1,829 increase for groundskeeping).
  2. An additional \$5,000 was received for tree removal.
  3. To date we've expended \$4,500 to Turfpro for Indian Cemetery (paid after 1<sup>st</sup> of yr).
  4. Groundskeeping. We have budgeted for 1.5-2 additional payroll cycles for this year (average payroll cycle is \$600). We had one payroll cycle left over at year-end last year. We also funded an increase in the groundskeeping stipend to address increased equipment costs.
- MOTION:** On a motion by John, seconded by Candace, it was voted unanimously to increase the hourly groundskeeping stipend (not wages), \$3 per hour. (2-0-1 JR abstained)
- B. Encumbered
1. Mr. Beede, \$2,200 for Tibbetts.
- C. General/Perpetual Care Funds-haven't received info from Trustees yet; to include:
1. Amount of annual individual care income so target expense number can be calculated.
  2. McIntyre Fund - First year income.
  3. Expendable Trust Fund income.
- D. Expendable Trust Fund:
- We ended 2020 with \$16,735. We added \$5,019 from the unexpended 2020 budget balance and added an additional \$5,000 for tree removal. We've expended \$4,500 for Indian. We have \$22,254 (if we choose to pay Indian out of this fund instead of the budget) to which we'll add the 2020 income when we have that number.
- E. Possible costs on the table:
1. Tibbetts encumbered-\$2,200
  2. Ayer's Crypt-Kevin Fife
  2. Buzzell-Magnetic locator & discs/spikes & weeds
  3. Sanborn reclamation
  4. Ash Trees-informal estimate \$5,000 for Beech Grove only
  5. Site Name Signs-\$1,500 for Sawyer Lake, Lougee & Guinea Ridge

**Other Business**

1. **Adjournment**
- MOTION:** On a motion by JR, seconded by J Dickey, it was voted unanimously to adjourn at 7:57pm. (3-0)

**Respectfully Submitted,**

  
Candace L. Daigle