TOWN OF GILFORD

CEMETERY TRUSTEES

MEETING MINUTES

September 2, 2021 DRAFT

Attendance:

Trustees Pete Allen, Rae Mello-Andrews and Kristin Snow and Town Administrator Scott Dunn were present.

Pete called the public meeting of the Cemetery Trustees to order at 4:00 pm in the Town Hall Conference Room. The attendees said the Pledge of Allegiance.

Approval of Minutes:

Motion to approve the August 5, 2021 minutes made by Rae and seconded by Pete. All voted in favor and the motion passed.

Public Comment:

No members of the public were present.

Old Business:

*Status of cemeteries, staff, and* *contractors:* Jake Young’s hours will be adjusted to part-time so he can continue maintaining Pine Grove and McCoy Cemeteries into October. He is a seasonal employee and therefore can work a maximum 1040 hours per year. Contractor Aaron Alpert will continue maintaining the historic cemeteries.

*Pine Grove hedges:* Belknap Landscape Company (BLC) completed the contracted hedge pruning work at Pine Grove Cemetery. The hedges have had all dead wood removed and look greener but are noticeably uneven. The Trustees discussed emails from BLC about future care and costs for maintaining the hedges. The Trustees will evaluate how the hedges look next year and decide whether to continue treatments or to remove the hedges and replace with fencing.

*Pine Grove trees:* Kristin moved to have $6,500 for 2021 Pine Grove Cemetery tree installation work be paid from the Cemetery Fund (06 2530 024 00). Rae seconded the motion. The motion passed unanimously.

Kristin moved have $12,475 for 2022 Pine Grove Cemetery tree installation work be paid from the Cemetery Fund (06 2530 024 00). Rae seconded the motion. The motion passed unanimously.

*Other Old Business:*

Rae reported that she continued to be unable to access the Cemetery shared drive from her town computer at the firehouse. Mainstay had not returned her call. Scott will look into it.

New Business:

*Recent Business:* Twenty burials have already occurred in 2021 and there are several pending burials at Pine Grove and McCoy Cemeteries. During the month, the Trustees attended burials, answered several requests for information, and assisted with locations for marker placements.

*Request for welfare burial:* The Trustees received a request from a social worker at Lakes Region Community Services for a welfare cremation burial of an indigent person into McCoy cemetery in an existing family lot. Dignified Cemetery Services is willing to open and close the site at their welfare rate. The Trustees have previously purchased vaults stored in their office. Kristin moved that the Trustees donate a single vault and requested that the burial fee for Dignified Cemetery Services come from the Town’s Welfare Budget. Pete seconded the motion. The motion passed unanimously. Scott approved the payment from the Town’s Welfare Budget.

Rae Mello-Andrews left the meeting at 4:50 pm.

*Other New Business:*

The 2022 Cemetery Budget is due by September 17, 2021 and will be presented to the Selectmen on October 5, 2021 at 9:00 am. The Trustees will schedule a Budget Work Session with Meghan Theriault prior to September 17, 2021.

Due to confusion in lot numbering when the Town took over Pine Grove Cemetery in 2011, a lot owner signed a Right of Burial Certificate with an incorrect lot number in 2013. Kristin will ask the lot owner to sign a revised Certificate either in person or via mail.

Upcoming Meetings:

The next monthly meeting of the Cemetery Trustees will be held Thursday, October 2, 2021 at 4:00 pm in the Town Hall Conference Room.

The meeting was adjourned at 5:00 pm.

Respectfully submitted,

Kristin Snow, Secretary of the Cemetery Trustees

Approved by vote of the Cemetery Trustees on the \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_, 2021.