TOWN OF GILFORD

CEMETERY TRUSTEES

MEETING MINUTES

January 6, 2022

Attendance:

Trustees Pete Allen, Rae Mello-Andrews [arrived at 4:10] and Kristin Snow, and DPW Director Meghan Theriault, were present.

Pete called the public meeting of the Cemetery Trustees to order at 4:05 pm in the Town Hall Cemetery Trustees Office. Members said the Pledge of Allegiance

Approval of Minutes:

Kristin noted one typo to be fixed (3 leaning headstones changed to 2). Motion to approve the December 2, 2021 minutes as amended made by Pete and seconded by Kristin. 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:* Aaron Alpert submitted a bill for the remainder of 2021. Cemeteries are closed for the winter.

*Budget update:* Holly Burbank provided Cemetery budget documents for the year of 2021.

The Selectmen approved the purchase of a new lawn mower in 2021. A Purchase Order of $13,199 was applied to the equipment expenses budget line in December 2021. The end of year actual total was $50,038.83. The budgeted amount for 2021 was $39,217.00. The resulting balance reflects an overspend of $10,821.83 for 2021.

For 2021 revenues, Burial Fees collected were $3675.00 and Plot Sales were $5125.00.

*Other Old Business:* Laconia Monument Company (LMC) reinstalled the 2 leaning headstones in Pine Grove Cemetery. LMC did not complete repairs of stones at McCoy Cemetery, for which there has been an open Purchase Order since 2020. Rae moved to close the Purchase Order, Pete seconded, and the motion passed unanimously.Meghan will inform LMC.

New Business:

*Recent Business:* No burials have occurred since the December 2, 2021 meeting. Pete and Kristin have been in contact with two residents interested in purchasing lots.

*Annual Report:* Kristin drafted the cemeteries report for the Town Annual Report. The group reviewed and made some edits. The final version will be sent to Scott Dunn

*Other New Business:* None.

Upcoming Meetings:

The next monthly meeting of the Cemetery Trustees will be held Thursday, February 3, 2022 at 4:00 pm in the Town Hall Conference Room.

The meeting was adjourned at 4:45 pm.

Respectfully submitted,

Kristin Snow, Secretary of the Cemetery Trustees

Approved by vote of the Cemetery Trustees on the \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_, 2022.