TOWN OF GILFORD

CEMETERY TRUSTEES

MEETING MINUTES

April 7, 2022 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 4:05 pm in the Town Hall Cemetery Trustees Office. Members said the Pledge of Allegiance

Approval of Minutes:

Kristin suggested one sentence be removed. Motion to approve the January 6, 2022 minutes as amended made by Rae and seconded by Pete. All voted in favor and the motion passed.

Public Comment:

No members of the public were present.

Election of Officers:

Rae moved that all trustees keep the same offices, Pete as Chair, Rae as Vice Chair, and Kristin as Secretary. Kristin seconded. All voted in favor and the motion passed.

Old Business:

Kristin moved to re-hire Jake Young as a seasonal employee to maintain Pine Grove and McCoy Cemeteries at a rate of $15.50 an hour with a start date of April 11, 2022. Rae seconded. All voted in favor and the motion passed. Kristin moved to continue with Aaron Alpert of Dragonfly Maintenance to maintain the town-owned historic cemeteries. Rae seconded. All voted in favor and the motion passed.

The Trustees asked for clarification of how the Cemetery Perpetual Care Fund can be used for upkeep of the cemeteries. Scott will research and report at a future meeting.

The Trustees reviewed information on the current Belknap Landscape Company (BLC) lawn treatment contracts provided by Meghan Theriault via email. Meghan recommended going out for new contracts for all three cemeteries at the end of 2022 for 3 year terms (2023-2026).

* McCoy 3rd yr of contract $640 (May)
* Pinegrove 3rd yr of contract $3478 (May & Sept)
* Hoyt contract expired; BLC sent a quote for 2022 for $900 (May).

Kristin moved to approve the one year contract for Hoyt Cemetery for $900, Pete seconded. All voted in favor and the motion passed.

A resident is working with Wilkinson Beane Funeral Home to move a family cemetery within Gilford into plots to be purchased in Pine Grove Cemetery.

New Business:

The Selectmen approved the purchase of a new lawn mower in 2021. A Purchase Order of $13,199 was issued. There is no availability of an Exmark Navigator that was approved. An Exmark Radius commercial mower with fewer convenience features is available locally for $8500 (inclusive of a separate mulching and collection systems). The Trustees were all in agreement of the purchase of the available Exmark Radius mower and attachments. Any remaining funds on the original PO which has now been reassigned to Ready Equipment where these items were purchased, will be used toward other cemetery equipment such as leaf blowers or weed whackers. The encumbered funds for the original mower purchase go back to the general fund if not spent.

The Trustees agreed to purchase 1 case (4 gallons) of D/2 Biological Solution at the sale price of $35.87 per gallon (plus UPS shipping) from New England Cremation Supply.

The Trustees agreed on an opening date of Sunday April 10th for Gilford cemeteries.

The Trustees discussed purchase of 100 additional brass veteran flag holders to be put in Pine Grove Cemetery when veterans flags are placed in May. Rae moved to have Meghan purchase the holders with money from the Cemetery Fund and Pete to purchase more flags. Pete seconded. All voted in favor and the motion passed.

A work session to walk through the historic cemeteries will be scheduled at the May meeting.

No burials have occurred yet in 2022. Two burials are currently scheduled. Pete and Kristin have been in contact with several residents interested in purchasing lots in Pine Grove Cemetery.

Kristin reported on the NH Cemetery Association meeting she attended earlier in the day in Manchester. The main topic was a presentation on green burials. There is a New England Cemetery Association meeting June 20-23 in Meredith NH.

Pete met with a resident who is arranging to have a stone moved to another location on his family lot so that another family stone can be added to the lot.

Upcoming Meetings:

The next monthly meeting of the Cemetery Trustees will be held Thursday, May 5, 2022 at 4:00 pm in the Town Hall Conference Room.

The meeting was adjourned at 515 pm.

Respectfully submitted,

Kristin Snow, Secretary of the Cemetery Trustees

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