TOWN OF GILFORD

CEMETERY TRUSTEES

MEETING MINUTES

October 7, 2021 DRAFT

Attendance:

Trustees Pete Allen, Rae Mello-Andrews and Kristin Snow, Town Administrator Scott Dunn, and DPW Director Meghan Theriault 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 September 2, 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 have been adjusted to part-time so he can continue maintaining Pine Grove and McCoy Cemeteries through October. In addition to mowing and weeding, Jake has installed veterans’ markers and worked on edging flat markers.

*Pine Grove tree and hedges:* Meghan will contact Belknap Landscaping Company to determine when the 2021 contracted tree work will begin.

*Budget update:* On October 5, 2021, the Select Board recommended a proposed FY2022 Cemeteries budget of $41,708, which had one change from the Trustees proposal. The $17,500 requested for a zero turn mower was deleted with a goal of using surplus monies in the current fiscal year to purchase this equipment. This change will result in an “overspend” of the FY2021 Cemeteries budget. Meghan will present prices of mowers at the November 4, 2021 meeting.

*McCoy welfare cremation burial:* Kristin sent an email on October 6, 2021 to the family of the lot owners to seek additional information about this burial.

*Other Old Business:* None.

New Business:

*Recent Business:* During 2021, 23 burials (9 full and 14 cremations) have occurred at Pine Grove Cemetery and 3 cremation burials at McCoy Cemetery. During 2021, the Trustees have sold 12 full lots and 4 cremation lots, for a total of $10,200. There are approximately 365 full-size lots and 275 cremation section lots available for purchase in Pine Grove Cemetery. During the month, the Trustees attended burials, answered several requests for information, and assisted with locations for marker placements.

*Other New Business:*

Kristin reported that she attended the New Hampshire Cemeteries Association (NHCA) annual meeting on October 6, 2021 in Manchester. Presentations addressed columbariums, volunteer restoration of the Valley Street Cemetery in Manchester, and the New Hampshire Veteran’s Cemetery. NHCA members discussed how to access and use existing perpetual care funds.

Pete and Kristin reported that the sizing and pricing of the lots in the cremation section needs to be reviewed at future meetings.

Rae reported that her husband has volunteered to engrave new wooden sign posts to replace the existing damaged sign posts in Pine Grove Cemetery.

Pete responded to a lot owner’s call about a headstone that was tilting in Pine Grove Cemetery. He and Meghan found the stone and two nearby stones to be leaning backwards into unstable ground. Laconia Monument Company (LMC) had installed all 3 stones. Pete and Meghan met with Frank Shaw from LMC. Frank suggested that LMC temporarily remove all 3 stones, DPW add fill to the area, and then LMC would relevel the bases and reinstall the stones for a cost of $500. Kristin moved to spend $500 from the Cemetery Grounds Maintenance for this work, Pete seconded, and all voted in favor. Meghan will contact Frank to schedule the work.

Upcoming Meetings:

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

The meeting was adjourned at 4:56 pm.

Respectfully submitted,

Kristin Snow, Secretary of the Cemetery Trustees

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