

**Town of Gilford  
Cemetery Trustee and Steward Minutes  
Town Hall Conference Room A  
August 15, 2012  
9:00 a.m.**

Present:

Judy Cott	Chairperson
Sue Leach	Vice Chairperson
Dee Chitty	Secretary

Excused:

Sheldon Morgan Steward

Guest:

Geoff Ruggles    Finance Director

Meeting was called to order at 9:07 a.m.

Pledge of Allegiance

Motion to accept the minutes from July 18, 2012    Chitty/Cott  
Motion passed all in favor.

New Business:

- 1 D. Chitty updated the group on the current burial schedule. Concerns for the burial pricing list were discussed. D. Chitty presented a rough draft letter to be sent to the Pine Grove & McCoy Cemetery area funeral homes. J. Cott offered to see if Shirley Lane from The Town of Alton Cemeteries would meet with us to share policies of Alton.  
Motion was made to accept the letter as written and have D. Chitty mail them.    Leach/Cott  
Motion passed all in favor.
- 2 S. Morgan's written submission on current maintenance being completed was read and reviewed. S. Morgan reported work being done at the Pest House site on Goodwin Road, the installation of road signage at Pine Grove Cemetery, and mentioned the grass height was being monitored in order to keep it as green as

possible due to drought.

- 3 The group began working on the 2013 budget. Information concerning deadlines, and a current budget report were provided by G. Ruggles. Priorities for the 2013 budget were listed. The group began working on ways to complete the 2013 budget request without increasing the bottom line. Further discussion is needed.
- 4 The Trustees were concerned over the upcoming fall maintenance schedule, for all the cemeteries, and the end work date for Rick Mini, grounds maintenance/caretaker. It was mentioned that the leaves from the trees would not fall until after this date.

Motion was made to seek the Selectmen's approval to extend Rick Mini's end date in order to allow fall clean-up.

Leach/Cott

It was also noted this would not increase the Cemetery Budget due to the fact a second caretaker was not hired during 2012. S. Leach stated there was still a lot of uncompleted work in the cemeteries which needed attention. All agreed R. Mini has done a tremendous job completing as much maintenance as time would allow.

#### Old Business:

- 1 The price quote submitted by S. Morgan, from Harold Johnson Surveying was discussed. Further discussion is needed.
- 2 S. Leach updated the group on reports from Ray Felts, Belknap Landscaping Company, on grub control & Herb Rice, on the stump removal at Weeks Cemetery. She asked that Rick fill in the holes 1<sup>st</sup> with some of the mulch left from grinding, and then top with loam. D. Chitty will ask R. Mini if he can add that to the maintenance list.
- 3 J. Cott updated the group on the Eagle Scout Ceremony for Grant Stephenson. G. Stephenson had done quite a bit of computer work for the Gilford Cemeteries to achieve this honor. J. Cott

presented the Trustees with a map which G. Stephenson had made. The map shows the gravestones and monuments within Pine Grove Cemetery. The Trustees agreed to have it laminated in order to protect it. J. Cott had also presented G. Stephenson with a certificate of appreciation, from the Trustees & Steward, during the ceremony.

- 4 Stonework completed by Norm Godbout for the cemeteries was reviewed. All agreed the work done at both Weeks Cemetery & Hoyt Cemetery appears solid and safer.
- 5 Discussion followed on 2012 scheduled work that needed to be completed. S. Leach asked if D. Chitty would contact Jessica Felix, Stone Restoration, and see if she would complete the three budgeted stone repairs for Weeks Cemetery. All Agreed.

The next Cemetery Trustee/Steward Meeting is scheduled for August 29, 2012.

Meeting was adjourned at 12:06 p.m.

A True Copy Attest:

Dee Chitty  
Secretary