



CEMETERY TRUSTEES
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MINUTES OF THE MEETING

Tuesday, January 22, 2019 – 7:00 p.m. – Town Hall Conference Room

Members Present: Bob Ellwood, David Gill, Michele Kaulback

Also Present: Paul Hayden - Sexton

Chair Gill opened the Cemetery Trustees meeting at 7:04 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded on the Cemetery Trustees iPad.

1. Donna Waldron – Historical Society: Cemetery Markings

Members were sent a final copy of the marker for Hillside Cemetery by Donna Waldron. Karen Mason and D. Waldron have met with Pat Walsh at Zax Signage. He has agreed to do the marker for \$243. Leonard Schwab thought the materials would cost approximately \$50. The Historical Society is requesting \$243 from the Cemetery Trustees. The markers will be similar to the one at the gazebo across from the Church; they will not be in stone. P. Hayden clarified it would be embedded in a piece of granite. P. Hayden stated he could get the granite donated. D. Waldron stated the Historical Society would also like markers for Prospect Hill Cemetery and to consider markers for other historical spots in Town.

D. Waldron stated they wanted to get the history of the Town out to the public. They are considering a walk-through of the cemetery in the fall. D. Waldron would like to organize the walk based on one done at Lakeview Cemetery in Burlington. Volunteers dressed in the period and talked about the people buried in the cemetery. P. Hayden noted the only well-known person in Hillside Cemetery was the president of Harvard; he wasn't a resident but died on a train coming through Town. There was a discussion about other people possibly buried in that cemetery and family cemeteries in Town.

Options for the location of the marker were discussed. D. Waldron would like the marker where it could be seen and read; P. Hayden suggested next to the sidewalk and the granite wall so it's easily seen. D. Waldron would like to plant flowers around the marker.

MOTION: Chair Gill moved to approve a payment of \$243 to Donna Waldron to help pay for the markers for the cemetery. Second – M. Kaulback; all in favor. MOTION CARRIED

D. Waldron will contact Zax Signage for an invoice. She will also talk to P. Hayden about the wood to mount the marker on. D. Waldron hopes to continue working with the Cemetery Trustees; Greenland has a lot to offer. The date to set the marker is weather dependent.

DRAFT – SUBJECT TO CHANGE

2. Cemetery Program Training

M. Kaulback gave members the information for using the Cemetery Program.

3. Calendar – Stones/Stumps

Chair Gill asked P. Hayden if he could remove the stumps; he responded “yes”. Chair Gill would like to have most of the stumps removed this year; the following year the road could be budgeted. P. Hayden stated the Town has the equipment; it was a matter of getting the fill to the cemetery. What’s at the cemetery now is stone dust; P. Hayden stated the right thing to do is to use the skid steer, go down the middle and cut the dirt out, then fill it up with stone dust. P. Hayden recommended waiting to do the road until the stumps are removed so the equipment doesn’t tear up the road. They could then get some good loam and plant good grass along the fence; that area is very rocky. Spring clean-up will include picking up branches due to all the wind this year.

4. Purchase of Paper Maps

There will be a set of paper maps left in the Town Office; it should be updated every month.

5. Columbarium

Chair Gill asked M. Kaulback what they could do to help her with the columbarium process. She questioned how they were marked for military. There are name plates that can be put on the doors that have the name, date and military. It doesn’t have the insignia, just what they were. P. Hayden stated there is a contact for military headstone or footstone; they’re free and there would be a choice. M. Kaulback stated that there would be no place on the columbarium to put a headstone or footstone. P. Hayden suggested contacting a funeral home to see how they recommend doing the name plate on a columbarium for military; they may have a plaque that can be used. There is a standardized name plate for the columbarium.

The columbarium will be set on an angle near the fence. The price includes a concrete pad, delivery and installation. The columbarium weighs 11,000 pounds. Chair Gill questioned the warranty and keys. He wanted to be sure who had keys and can they be remade. P. Hayden stated a master key will be kept in the safe in the Town Hall. The land for the columbarium along the fence is approximately 20’ wide and 180’ long; the columbarium is 10’x32’. Each niche will cost approximately \$500.

P. Hayden reminded members that land needed to be saved, by law, for indigent people. M. Kaulback suggested reserving the bottom spaces in the columbarium.

6. 2019 Budget

The budget will remain basically the same. Removing stumps will use a good portion of the budget. Dirt can also be purchased and picked up next year. Chair Gill would like to better prepare for the 2020 budget. Not much stump work has been done in the last couple years for various reasons.

7. Approval of Minutes

MOTION: Chair Gill moved to approve the minutes of Tuesday, October 23, 2018. Second – B. Ellwood; all in favor. MOTION CARRIED

DRAFT – SUBJECT TO CHANGE

8. Other Business

The Cemetery Fund and Perpetual Care were discussed. A portion of P. Hayden's salary comes from the Cemetery Fund. Chair Gill would like to grow the Cemetery Fund, giving it more money than Perpetual Care. Chair Gill will contact the State about transferring money.

The Transfer Station is on the other of the fence where the columbarium will be placed. Chair Gill asked if there was anything that should be planned or purchased to grow a barrier along the fence. M. Kaulback asked the chances of the hillside eroding; P. Hayden responded it's been like that since he's been here. There's enough vegetation to hold the soil in place. The fence is covered in vines during the summer.

9. Adjournment

MOTION: Chair Gill moved to adjourn at 7:40 p.m. Second – B. Ellwood; all in favor. MOTION CARRIED

NEXT MEETING

Tuesday, February 26, 2019 – 7:00 p.m., Town Hall Conference room

Respectfully Submitted: Charlotte Hussey, Secretary to the Boards

Approved: