



**CEMETERY TRUSTEES**  
**Town of Greenland • Greenland, NH 03840**  
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**MINUTES OF THE MEETING**

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Tuesday, August 24, 2021 – 7:00 p.m. – Veterans Hall – 376 Portsmouth Avenue

Members Present: Bob Ellwood, Michele Kaulback, Donna Waldron

Also Present: Paul Hayden - Sexton

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M. Kaulback opened the Cemetery Trustees meeting at 7:00 p.m. A roll call was taken by the Chair; she announced a quorum was present and the meeting was being recorded.

1. Columbarium

The proposal for the columbarium was discussed. M. Kaulback will email the questions to the company representative. Questions included: names plates, who pays to have the name engraved, can a military insignia be on the plate, how long is the quote valid, what is the lead time, and the inside diameter of the niche for an urn. B. Ellwood recommended that the price of engraving be included in the cost of the niche. He also asked if they were authorized to spend the money. P. Hayden stated the Cemetery Trustees could attend a Selectmen's meeting during the budget process and submit a warrant article for the columbarium. M. Kaulback noted that funds were coming from the Cemetery Fund; there is a balance of \$128,000. There are also funds in the Perpetual Care Fund; at the end of last year that balance was \$497,000. The Perpetual Care Fund is used for cleaning, etc. If the warrant article passed, funding would not have to come from the Cemetery Fund.

D. Waldron questioned using the Perpetual Care Funds. P. Hayden explained there are guidelines for using those funds. P. Hayden also explained the purpose of a warrant article. B. Ellwood did not think a warrant article was the way to go. He wanted the columbarium installed before the winter. M. Kaulback suggested contacting the Trustees of Trust Funds. P. Hayden stated they could use the funds from the Cemetery Fund and then submit a warrant article to return the money to the Cemetery Fund.

Responding to a question from D. Waldron, M. Kaulback stated the installation would not take long. The ground would be prepped, the slab poured and cured, and then the columbarium would be set. The columbarium will be set along the fence facing the Transfer Station. P. Hayden noted there are more cremations than full burials.

2. Other Business

The tree that fell in the cemetery was removed by Jim Jones. He also helped with the stonewall that was hit; D. Waldron noted he did a nice job.

Cleaning and stone work has been done on Sunday mornings in Hillside Cemetery. There are some stones that need to be picked up. The next step will be to complete spraying all the stones. There are

## DRAFT – SUBJECT TO CHANGE

some stones that need to be picked up but ‘muscle power’ is needed. D. Waldron will put a notice for volunteers on the Greenland Historical Society website and Facebook page. M. Kaulback suggested a date later in the fall when the big stones are done.

B. Ellwood suggested a note be added to the bill of sale regarding stones over a certain size. The Cemetery Trustees do not have the manpower to maintain those stones. P. Hayden noted that according to the bylaws, stones over the average size had to be approved by the Cemetery Trustees. P. Hayden stated 3 ft. x 4 ft. would be the average size. M. Kaulback read from the bylaws that ‘All monuments, headstones, footstones or corner markers must be approved by the Cemetery Trustees.’ P. Hayden explained that Perpetual Care provides stone maintenance.

B. Ellwood will contact the Town Administrator about checking the trees in the Cemetery for safety purposes. P. Hayden stated that years ago during a beetle infestation, a UNH arborist assessed the trees. The tree line abutting the Transfer Station is overgrown. The trees along the Transfer Station and on the side of the fence where the tree fell is Town property.

D. Waldron asked about adding more topsoil to the Cemetery, stating there may not be sufficient earth to hold the stones. Stones installed today are installed on a cement base. D. Waldron asked if there was a plan for stones that needed to be uprighted. M. Kaulback explained that they normally start working at one end of the Cemetery and work their way down.

B. Ellwood went on record regarding estimates for landscaping. He spoke to several landscape companies and they were unable to provide an estimate for various reasons.

If members have questions regarding the columbariums or for the Trustees of Trust Funds, email them to M. Kaulback. She will include them in her email to the company or Trustees of Trust Funds.

### 3. Adjournment

MOTION: B. Ellwood moved to adjourn at 7:20 p.m. Second – M. Kaulback; all in favor. MOTION CARRIED

NEXT MEETING
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Tuesday, September 28, 2021 – 7 p.m., Vet’s Hall – 376 Portsmouth Avenue

Submitted By: Charlotte Hussey, Administrative Assistant