



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

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Tuesday, March 22, 2015 – 7:00 p.m. – Town Hall Conference Room

*Members Present:* Paul Hayden, Michele Kaulback

*Members Absent:* David Gill

*Also Present:* Kevin Van Etten, Sexton; Coleen Penacho – Chairman, Trustees of Trust Funds

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Vice Chair Kaulback opened the Cemetery Trustees meeting at 7:04 p.m. A roll call was taken by the Vice Chair; she announced a quorum was present and the meeting was being recorded.

1. Trustees of Trust Funds – Coleen Penacho

P. Hayden stated that C. Penacho was present to explain the process for turning over funds to the Trustees of Trust Funds at the end of the year. C. Penacho explained that the auditors noted money was not received at year end from the Cemetery Trustees from the sale of plots. P. Hayden suggested that when plots are sold, checks be made payable to the Trustees of Trust Funds rather than the Greenland Cemetery. The Trustees of Trust Funds will earmark half of each payment for the Perpetual Care Fund. After discussion, members agreed that payments for plots would be made payable to Trustees of Trust Funds; markers would be paid separately and payable to Greenland Cemetery.

***MOTION:*** Vice Chair Kaulback moved that all plot sales be payable to the Trustees of Trust Funds and sale of markers will be payable to Greenland Cemetery. No second; all in favor. ***MOTION CARRIED***

2. Spring Clean-Up

A spring clean-up has been scheduled for Sunday, April 10, 2016, at 9:00 a.m.

3. Schedule for Mapping

K. Van Etten told members that the mapping is basically complete. He would like it reviewed for verification purposes. He also suggested an alphabetical list indexing people buried and their location be developed. P. Hayden will ask Amy Leonard, Deputy Town Clerk, to attend the next meeting to explain how the current computer program works. He also suggested that maps be updated to include recent plot sales at the next meeting. Mapping will not be done until after the spring clean-up.

4. Approval of Minutes

***MOTION:*** P. Hayden moved to approve the minutes of Tuesday, October 27, 2015. Second: Vice Chair Kaulback; all in favor. ***MOTION CARRIED***

## DRAFT – SUBJECT TO CHANGE

**MOTION:** P. Hayden moved to approve the minutes of Tuesday, January 05, 2016. Second: Vice Chair Kaulback; all in favor. **MOTION CARRIED**

### 5. Other Business

P. Hayden updated members on his discussion with Priscilla Bourassa. The Cemetery maps indicate they have an eight person plot; she has receipts for a 12 person plot. She will give P. Hayden the information for the next meeting.

P. Hayden will contact someone about stump removal.

### 6. Adjournment

**MOTION:** Vice Chair Kaulback moved to adjourn at 7:28 p.m. Second – P. Hayden; all in favor. **MOTION CARRIED**

### NEXT MEETING

Tuesday, April 26, 2016 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted: Charlotte Hussey, Secretary to the Boards

Approved: 