



CEMETERY TRUSTEES
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MINUTES OF THE MEETING

Tuesday, August 27, 2019 – 7:00 p.m. – Town Hall Conference Room

Members Present: Bob Ellwood, Michele Kaulback, Donna Waldron

Also Present: Paul Hayden - Sexton

Chair 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. Approval of Minutes

MOTION: Chair Kaulback moved to approve the minutes of Tuesday, July 23, 2019 as amended. Second – B. Ellwood; all in favor. MOTION CARRIED

B. Ellwood felt a statement regarding access to tools and supplies was omitted from the minutes.

2. Repair of Gate

P. Hayden will contact White's to have the gate repaired. A resident has donated the funds to repair the gate.

3. Historical Society

D. Waldron asked if the resident donating the gate repair offered any additional money for other causes; P. Hayden was approached about the gate only. D. Waldron stated that the Historical Society has some items they would like done. Leonard Schwab has been writing grants. They would like to preserve a lot of the items from Paul Hughes; they would like a machine that can digitize the material. D. Waldron felt that eventually Bluebird Storage would start charging for storage of P. Hughes' material. When it has to be moved, they'll need a storage space somewhere with temperature control.

4. Cemetery Sign

The sign recently installed at the cemetery is too high and can't be read from the sidewalk. Chair Kaulback stated it was a liability if someone tried to climb the stone wall. P. Hayden stated the sign should be 5 ft. high from sidewalk level so it could be read by the average person. Chair Kaulback and D. Waldron will follow up on the sign.

5. Other Business

There's a large branch hanging down in the Prospect Hill Cemetery. The Trustees will need to get a quote on removing the branch; P. Hayden will call Knowles Tree Service.

A cremation lot was recently sold.

Chair Kaulback has contacted Lisa at Seacoast Memorials regarding the columbarium. The columbarium will be located on a section of land overlooking the Transfer Station. The available area for the columbarium is approximately 120 ft. long; columbariums are 4 ft. to 5 ft. long. P. Hayden noted that cremations have increased. The Trustees are looking at a columbarium with 72 drawers per side.

B. Ellwood stated access to a location where they could keep tools and supplies is impinging on their ability to do a correct job. B. Ellwood stated that without access to the building, it would make clean up more difficult. Chair Kaulback stated that when doing the fall and spring clean ups, they would need to know about access to tools and supplies. They would like to use the truck, trailer and backhoe as well.

P. Hayden asked how much D-2 was remaining; the Trustees weren't sure. Chair Kaulback stated they used a small container because the pump wasn't available. P. Hayden stated the pump should be in the building. D-2 is used to clean the headstones. P. Hayden has the tape measure; B. Ellwood would like that to stay with the cemetery. P. Hayden also has the pokers; B. Ellwood would like them to stay with the cemetery.

B. Ellwood asked about the Smith farm. He felt the Trustees should let them know if they wanted the property. P. Hayden noted the Board of Selectmen has met with the Smith's; one Selectman would have to recuse himself. He suggested they contact Alan Smith to see if the property was still available and if there were any options. P. Hayden will contact Alan Smith.

D. Waldron has been in contact with Pat Walsh at Zak Signage about the marker at the Gazebo. She had received a phone call from Chip Hussey that the marker was bleached out from the sun. P. Walsh has made a new marker; the new plate will be put on the gentleman in charge of the Eagle Scouts. He will also move the marker under a crab apple tree for protection. Three layers of UV protection have been added to the marker. P. Walsh has made a second copy of the marker at the Gazebo; the sun isn't hitting the marker at Hillside Cemetery.

D. Waldron commented that she has noticed many weeds and vines that have gotten into the stone wall; she was concerned it may fall apart. Was there any way they could focus on that wall? Chair Kaulback stated that she was told between the stone wall and the street was the Town's responsibility. The Town Administrator told her that after looking at the tax map, anything from the street in is cemetery property. P. Hayden's comment: tell them to remove the hydrant which is in cemetery property. The tax money should go to the cemetery for that hydrant. It has to be in the right-of-way on Town property to have a water line, so that's BS. B. Ellwood asked if it was the stone wall with problems was the one going up to the dump. He felt it could be approached two ways: be proactive and dig behind it in order to push the stones back; or wait for it to fall. P. Hayden stated he's had a contractor look at it and said nothing was falling over. Chair Kaulback and B. Ellwood stated the vines might be holding the wall together. P. Hayden commented "it used to be taken care of". He also stated he was not weed wacking Town property. He added the Town actually owned from the center of the road in so many feet. The stone wall is on the property line; he mows from the top of the stone wall in. The other part is Town property; that's a no brainer. He took care of that as a Town employee. They also haven't

DRAFT – SUBJECT TO CHANGE

taken care of the other side of the guard rail; they do nothing. D. Waldron and Chair Kaulback will contact the Town Administrator.

Cemetery Clean Up: P. Hayden noted the big clean-up is in the spring; he usually takes care of the fall clean-up when he mows. Corner markers are in the garage on the rack behind the plywood near the D-2. B. Ellwood suggested moving them to the Town Clerk's Office.

6. Adjournment

MOTION: B. Ellwood moved to adjourn at 7:29 p.m. Second – Chair Kaulback; all in favor. MOTION CARRIED

NEXT MEETING

Tuesday, September 24, 2019 – 7 p.m., Town Hall Conference Room

Respectfully Submitted: Charlotte Hussey, Administrative Assistant

Approved: