



CEMETERY TRUSTEES
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MINUTES OF THE MEETING

Tuesday, July 28, 2020 – 7:00 p.m. – Greenland Veteran's Hall, Portsmouth Avenue

Members Present: Bob Ellwood, Michele Kaulback, Donna Waldron

Members Absent:

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. Other Business

Dick Rugg, Stratham Lane, was also present. He informed the Trustees that Terry Knowles, is no longer the Assistant Director of Charitable Trusts in the New Hampshire Attorney General's Office; she is now with the NH Municipal Association. He suggested the Trustees join NHMA or use their website. He recommended that the Trustees contact Audrey Blanchette, who was the paralegal for T. Knowles, for a book that covers Trustees of the Trust Funds, Trustees of Cemeteries, and Trustees of the Library. Another contact for the Trustees would be the Assistant Commissioner of DRA.

D. Rugg gave the Trustees a list of everyone in Greenland who has died and where they are buried that was done by Paul Hughes. Chair Kaulback noted the Trustees also have a copy of the list. Information from that list is being used to create the database for the cemetery program.

Included in the information given to the Trustees was an operating budget from 2007. He suggested they speak to Liz Cummings; they have a right to their own budget that does not have to go through the Selectmen but has to go through the Budget Committee.

Also discussed: The Jones/Rugg lot at the cemetery. Deeds for lots have to be paid out. The NH Municipal Association is a good resource. There are five cemeteries in Town: Hillside, Prospect, Berry (Breakfast Hill Road), Brackett (Bay Shore), and property formerly owned by Neil Underwood (there is a provision that allows access to the cemetery). P. Hayden stated that the law has been updated: if a cemetery is considered abandoned, the Town is responsible for the upkeep. To be determined abandoned: the cemetery is not maintained by the property owner. D. Rugg suggested that when a grave is dug, the gravel should be pushed on the dump side rather than over the bank. P. Hayden responded they were going to put down a different type of fill; the existing is rocky. D. Rugg also wanted to see something done with the stumps. P. Hayden thanked D. Rugg for the very old map.

D. Waldron asked if the work done by D. Rugg could be scanned to preserve for posterity. P. Hayden stated the maps have been updated. D. Waldron would like to share the information during the Town's

DRAFT – SUBJECT TO CHANGE

300th Anniversary. D. Rugg noted that P. Hughes was responsible for a lot of the information. P. Hayden stated he turned the check in for the four corner markers to Chair Kaulback.

2. Approval of Minutes

MOTION: B. Ellwood moved to approve the minutes. Second – D. Waldron; all in favor. MOTION CARRIED

3. Donations

Chair Kaulback updated the Trustees on donations received: Robin Hughes, in memory of Paul Hughes, in the amount of \$1,000 and Carol Marshall in the amount of \$2,000.

4. Stumps

There are 47 stumps that should be removed. Chair Kaulback stated the Selectmen recommended the Trustees get three bids to be submitted to them and the Town will help stump removal. P. Hayden stated he is working on have it done for nothing. Chair Kaulback stated they would work on the bids.

There was a discussion about the roadway. P. Hayden stated the proper way to do it was to remove the center hump and bring in something similar to stone dust. He added that there was a bid approximately 2 ½ years ago of \$10,000 to do the road; there was a lot of work there. Responding to Chair Kaulback about who to call for estimates, P. Hayden stated he would like to use someone in Town. It was noted that three bids were needed. Further discussion was continued to the next meeting.

5. Questions on Plots

There was discussion about a plot that did not have a stone. Corner markers were sold but not located on the plot. P. Hayden has spoken to the individual and he was fine. After review of the maps, it was determined that the individual had the wrong location. Trustees briefly discussed the Jones/Rugg lot mentioned earlier. Chair Kaulback noted that Farnsworth would like to purchase four markers for his plot; P. Hayden will check on this—he may have already purchased the markers. Nelson has a large lot with small footstones; they will be removing one of the footstones and replacing it with a military footstone.

There are plenty of plots remaining in Prospect. P. Hayden noted that burials are increasing because people who died over the winter could not be buried due to COVID-19. The Trustees may get a columbarium in the spring; the original cost installed was \$30,000. Chair Kaulback will contact the company. D. Waldron suggested that to help defray the cost, drawers in the columbarium could be sold; it was noted that two drawers had been sold. D. Waldron asked if Perpetual Care funds could be used; Chair Kaulback will check.

Perpetual Care funds are used for improvements to the cemetery; funds could be used for removing the stumps and repairing the road because it would be considered cemetery maintenance. P. Hayden suggested if funds came from the Perpetual Care account, stumps should be removed, it should be loamed and seeded, and the road repaired and paved; members agreed. The Trustees will check with Sanderson on the best way to handle the request for funds. Chair Kaulback stated that every year money from that fund is transferred into the Cemetery account for mowing. P. Hayden stated that half of his mowing budget should come out of that; the Town pays for half and that pays for the other half.

DRAFT – SUBJECT TO CHANGE

Chair Kaulback stated there have been numerous complaints about not enough flags, too many dogs, brush and grass being dumped in the corner, bushes in the cemetery that are dying, downed trees on the fence, and the gate on the fence next to the school is off its hinges (P. Hayden will look at). B. Ellwood stated he would take care of the downed trees with the school.

Jim Rolston, Greenland Veterans and Selectman, called B. Ellwood. The Veterans have the records of where the flags go; the Veterans take care of the flags and not the Cemetery Trustees. There was a brief discussion about the repairs to the gate at Hillside; P. Hayden will try to contact the individual.

Reviewing the list of complaints: more signs for 'no dogs allowed' are needed; P. Hayden does pick up the trash but kids are leaving trash in the lower cemetery; 'no dumping' signs were suggested by Chair Kaulback for trash being thrown over the fence. D. Waldron suggested a camera be put up for monitoring.

6. Schedule for Cleaning Stones

Chair Kaulback suggested that when it cools down, the Trustees should fix the stone that fell over. The Historical Society asked D. Waldron if they should put out a call for volunteers to help at the cemetery. D. Waldron will write an ad and send it to Chair Kaulback. D. Waldron suggested waiting until it was cooler before cleaning stones. Chair Kaulback will get the MSD sheets for the D-2 used to clean the stones.

D. Waldron asked about the gravestones in Hillside that are in 'harms way'. She got information from the NH Graveyard Association; she asked if they could come up with a plan to address those stones. There is an above ground burial chamber at Hillside with a large chunk of cement broken off. There was a discussion about the best way to repair stones. P. Hayden stated that one of the biggest problems with the stones in the old cemetery is that the ground was starting to give way. Stone dust was suggested rather than dirt.

7. Adjournment

MOTION: B. Ellwood moved to adjourn. Second – Chair Kaulback; all in favor. MOTION CARRIED

NEXT MEETING

Tuesday, September 22, 2020 – 7:00 p.m., Location to be Announced

Submitted By: Charlotte Hussey, Administrative Assistant