



CEMETERY TRUSTEES
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MINUTES OF THE CEMETERY TRUSTEES

Tuesday, September 26, 2017 – 7:00 p.m. – Town Hall Conference Room

Members Present: Bob Ellwood, David Gill, Michele Kaulback

Also Present: Paul Hayden – Sexton, Amy Bauer – Deputy Town Clerk

Chair Gill opened the Cemetery Trustees meeting at 6:57 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

1. Other Business

Priscilla Bourassa, Great Bay Road, addressed the Trustees. She had receipts and check stubs for a 12 grave lot that was purchased in July 1961 by her father-in-law. She was told it had been downgraded to 8 lots; P. Hayden responded that maps indicated it was 8 lots. M. Kaulback stated they could look at the old maps and research it further. P. Hayden suggested using the bar to find the edge of the vaults; they could then measure in between. The older stones may not be lined up properly with the grave site. Chair Gill stated that the Trustees will look back through their records for anything that may designate the size and number of plots. Another option was that anyone being cremated could be buried on top of a casket; P. Bourassa wasn't interested. Chair Gill responded that the options were 8 or 12 plots. If there wasn't space, there may not be any other options; P. Bourassa stated that they paid for 12 plots.

P. Hayden explained how the Trustees did the mapping using the information they were given. Chair Gill stated that the old paperwork doesn't show the number of lots, but the size is the visual of 8. The size sold in 1961 may differ from now; P. Hayden responded the size of the vaults has not changed. Chair Gill stated that they may never know the exact number other than what P. Bourassa has shown them. The Trustees may have to walk the cemetery and do further research. There may be an issue where there is no room to bury 12 people.

There was a discussion about the cost of the cemetery lots. M. Kaulback noted that in 1957 the price of a 4 grave lot was \$75; an 8 grave lot was \$150. Chair Gill assured P. Bourassa that they would research the issue and do the best for her they could; there will either be 8 or 12 lots. P. Hayden recommended locating the corner markers as the first step. There was further discussion about the cost and number of plots.

2. Computer Software

The Trustees were updated by A. Bauer on the BMSI Cemetery Program. The program is now working on her desktop computer and she's able to add information. The Town Administrator suggested cemsites.com. The Trustees will do some research; after narrowing it down to the best programs that meet their needs, they'll invite a representative to a meeting. B. Ellwood has also done some research.

DRAFT – SUBJECT TO CHANGE

The Town of Rye has a manual system they're happy with; the Town of Exeter uses a program for funeral directors.

The renewal for BMSI needed to be done shortly; Chair Gill had no problem renewing the contract for now. It may be another year before the Trustees were ready to change programs. Chair Gill stated he would like a program that cross-references information. When a name is entered, he'd like to be able see the purchase date of the lot, buyer's name, location on the map, and the size of the lot and cost. Other information would include the date the person died, and was it a cremation or full burial.

3. Map Administration

There was a discussion about how lots were sold years ago. Lots sold in 1957 appear to be the same price as those sold in 1961. There could be a problem in the future with lots that may have been sold on a handshake. Map administration was continued to the next meeting.

4. Calendar

If the weather is good this weekend, the Trustees will be working in the Cemetery; they have one more side to finish.

5. Other Business

One of the Conditions of Approval by the Planning Board for Seavey Way was that the trees around the cemetery were to be removed. P. Hayden was concerned branches may fall on the headstones. He spoke with the engineering company, and they are scheduled to be removed. B. Ellwood suggested asking if the Trustees could have a truckload of dirt from the site.

6. Approval of Minutes

Approval of minutes was continued to the next meeting.

7. Adjournment

MOTION: Chair Gill moved to adjourn at 8:13 p.m. Second – M. Kaulback; all in favor. MOTION CARRIED

NEXT MEETING

Tuesday, October 24, 2107 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: 