

**DUNBARTON CEMETERY TRUSTEES
MEETING MINUTES**

Date: Tuesday, December 1, 2015 at 7:00 PM

Location: Dunbarton Town Offices

Trustees Present:

Tom Groleau

Brian Pike

Annette Kuhn

Trustees Absent:

None

Members of the Public Present:

Steve Racine

Meeting Opening

Tom Groleau called the meeting to order at 7:02 PM.

Page's Cemetery Layouts

Steve Racine presented an update on laying out the cremains sections in Page's Cemetery, as well as submitted an invoice for the work that has been completed. He will next be working on the full burial lots layout in Page's Cemetery.

Meeting Minutes

Brian Pike brought up a correction that needed to be made to the November 2015 meeting minutes, which was to add information regarding the tree removal in Center Cemetery.

The additional wording in the November 2015 meeting minutes under the "Tree Removal in Center Cemetery" heading should read as follows: "The Trustees will briefly convene prior to one of the upcoming Selectmen's meeting to review the tree removal estimates and make a decision on how to proceed to expedite the process due to the impending winter season."

Tom Groleau made a motion to approve the minutes of the Cemetery Trustee's Meeting held on Monday, November 3, 2015 as amended. Brian Pike seconded the motion. The motion passed unanimously (3-0).

Cremains Burial in Center Cemetery

The family of Lillon Walker requested to bury the cremains of the deceased with her parents; Ralph Walker and Reba Walker (née Sawyer). During the meeting, the Trustees called and spoke with Doug Smart of Smart Funeral Home in Tilton, NH and discussed the request. Ms. Walker will be buried in her mother's (Reba Walker's) lot the second week of December.

Center Cemetery Burial Plot (1)

A resident in Town sent the Trustees a letter requesting that the Trustees select a burial plot for her in Center Cemetery. The Trustees reserved Lot 16 in Row D for the Town resident. Tom Groleau will contact her to let her know the lot and associated costs.

Center Cemetery Burial Plot (2)

Brian Pike and Annette Kuhn met with interested parties on Saturday, November 14, 2015 to identify the desired plot location in Center Cemetery. The selected plot is Lots 9 and 10 in Row H.

Expendable Trust

Brian Pike discussed the possibility of creating an expendable trust, via Warrant Article, for pass-through accounts that the Trustees currently deal with such as the pass-through account for cornerstones. The result of creating an expendable trust would not reduce the Trustees budget nor over-inflate it.

Closure of Cemeteries

Brian Pike made a motion to close the cemeteries, including burials, as of this date, December 1, 2015. Exceptions for burial may be made with respect to weather permitting. Tom Groleau seconded the motion. The motion passed unanimously (3-0).

Securing Gates at Page's Cemetery

Tom Groleau will purchase two (2) vinyl-coated chains to secure the two new gates at Page's Cemetery for the period that the cemetery is closed for the season.

Tree Removal in Center Cemetery

Annette Kuhn will be coordinating the removal of the tree in Center Cemetery. As of Monday, November 23, 2015, Annette was informed by the scheduler at Accurate Tree Service that the tree will most likely be scheduled for the removal within two to three weeks of that date. Annette will coordinate with the Town Offices to ensure that no individuals are in the end section of the building near the location of the tree to be removed.

Stump grinding will be performed on a separate day. Annette will be coordinating the efforts with Keith Racine to temporarily remove any headstone(s) that could be potentially damaged during the process. Additionally, one section of the fence will need to be removed to allow equipment necessary for the stump grinding.

Center Cemetery Fence and Gate

Brian Pike made a motion that the Trustees execute a contract with Penney Fence to replace the section of fence in Center Cemetery on the School Street side in order to encumber the funds for performing the work next spring. Annette Kuhn seconded the motion. The motion passed unanimously (3-0).

Tom Groleau made a motion that the Trustees execute a contract with Penney Fence to replace the main/Route 13 gate in Center Cemetery in order to encumber the funds for performing the work next spring. Brian Pike seconded the motion. The motion passed unanimously (3-0).

Next Meeting

Date: Tuesday, January 5, 2015 at 7:00 PM

Location: Dunbarton Town Offices

Adjournment

Annette Kuhn made a motion to adjourn the meeting at 8:54 PM. Tom Groleau seconded the motion. The motion passed unanimously (3-0).

Respectfully submitted,

Annette Kuhn
Recording Secretary