

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON CEMETERY TRUSTEES
MEETING MINUTES**

Date: Monday, June 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:

Rolanda and John Brown

Bruce LeDuc

Joanne and Richard Antonia

Keith Racine

Meeting Opening

Tom Groleau called the meeting to order at 7:01 PM.

Cremains Garden in Page's Cemetery

Rolanda and John Brown would like to purchase one of the double cremains plots in the new section in Page's Cemetery along the stone wall on the south side out towards the woods. The Trustees will see if Steve Racine can expedite the markings and mapping in this area. Brian Pike will contact the Browns when the area has been marked out.

Burial Plots in Page's Cemetery

Bruce LeDuc would like to purchase two (2) burial plots in the old section of Page's Cemetery. The Trustees will mark out the location that was identified as the desired location and contact Bruce so that he may go see the location. The paperwork for purchase will commence once the location is approved.

Burial Plots in Center Cemetery

Joanne and Richard Antonia purchased four (4) burial plots in Center Cemetery in Row D, Lot Nos. 7 through 10. Payment was received for the plots and for the perpetual care trust. However, the cost of the four (4) cornerstones needs to be determined and subsequent payment made.

The Antonias received a copy of the current Cemetery Regulations.

Monument Repair

Keith Racine of Cornerstone Cemetery Services, LLC provided the Trustees some information as to various repair methods and techniques that may be involved for repairing the damaged monuments within the cemeteries.

Brian Pike made a motion to retain Keith Racine to straighten leaning stones within the cemeteries for four (4) days; two (2) days in Center Cemetery, one (1) day each in Page's Cemetery and in East Cemetery, or as needed within the confines of the four (4) days. Annette Kuhn seconded the motion. The motion passed unanimously.

Annette Kuhn will take an inventory of all leaning stones within the three cemeteries prior to the work commencing.

Cremains Interment

The cremains of Irene Thalheimer were originally scheduled to be interred on Saturday, May 9, 2015 in the cremains garden in Center Cemetery. Due to some miscommunication between the parties, including the family and funeral home, the location was not prepared for interment on that date. The new date for interment is Thursday, June 4, 2015 at 6:00 PM.

Cremains Marker

During the walk-through of Center Cemetery with the Antonias earlier in the evening, a damaged steel marker was discovered, which appears to have been damaged by landscaping equipment during regular maintenance operations. The Trustees will contact Steve Racine to replace the damaged marker at the cost of Saint's Lawn Care.

Center Cemetery Repair Work

Art St. Laurent from Saint's Lawn Care provided the Trustees, via email, a quote for repair work to be performed in Center Cemetery. The work includes removing the dirt pile and using the soil to fill in any low spots and then seeding them, as well as grading the gravel road in the cemetery and using the pile of gravel that is located in the cemetery to fill in any low spots. The total cost of the work was quoted at \$900. Tom Groleau will contact Art St. Laurent to request a formal quote.

Brian Pike made a motion to retain Saint's Lawn Care for the repair work in Center Cemetery, as described. Annette Kuhn seconded the motion. The motion passed unanimously.

Cost of Cornerstones

Tom Groleau will call Jeff Boucher at Manchester Memorial Company for pricing on cornerstones.

Maintenance Issue in Center Cemetery

Allison Vallieres forwarded a message from Linda Van de Bogart to the Trustees regarding her son's stone in Center Cemetery. She had requested that the landscaper cease weed whacking around the stone. Tom Groleau will contact Art St. Laurent to discuss the situation and the Trustees will proceed as necessary.

Interment Question

Tom Groleau was contacted by Julie Maillet regarding the question as to how the burial deed that she has (a 20' x 20' plot for a total of six (6) full burial plots) can be passed down. Tom Groleau will speak with Terry Knowles on Thursday, June 4, 2015 at the annual seminar for Trustees and will reply to Julie Maillet, which will also include that cornerstones will need to be installed on the plot.

Hearse Inspection Findings and Recommendations

The hearse inspection was performed on Saturday, May 16, 2015 at 8:30 AM by Bob Boynton, Donna Dunn and Gail Martel, former Hearse Restoration Committee Members. The Cemetery Trustees thank the former members for the inspection and have reviewed their recommendations.

Cremains Relocation in Center Cemetery

Tom Groleau will meet with Mark Hubbard on Thursday, June 4, 2015 to discuss the relocation of the cremains in Center Cemetery that are not contained within the perimeter of their appropriate plots and to receive a cost estimate for this work.

Annual Seminars on Trust Fund Administration and Statutory Filing Requirements

Reminder that the annual seminar will be held on Thursday, June 4, 2015 from 8:30 AM to 2:30 PM in Concord, NH at the Holiday Inn. All three Trustees will be attending.

Next Meeting

Date: Monday, July 6, 2015 at 7:00 PM

Location: Dunbarton Town Offices

Adjournment

Tom Groleau made a motion to adjourn the meeting at 9:50 PM. Annette Kuhn seconded the motion. The motion passed unanimously.

Respectfully submitted,

Annette Kuhn
Recording Secretary