

**DUNBARTON CEMETERY TRUSTEES
MEETING MINUTES**

Date: Tuesday, January 5, 2016 at 7:00 PM

Location: Dunbarton Town Offices

Trustees Present:

Tom Groleau

Brian Pike

Annette Kuhn

Trustees Absent:

None

Members of the Public Present:

Lee Martel

Mert Mann

Meeting Opening

Tom Groleau called the meeting to order at 7:07 PM.

Meeting Minutes

Brian Pike made a motion to approve the minutes of the Cemetery Trustee's Meeting held on Tuesday, December 1, 2015. Annette Kuhn seconded the motion. The motion passed unanimously (3-0).

Expendable Trust

Tom Groleau contacted Terry Knowles, Assistant Director of Charitable Trusts with the State of New Hampshire, regarding an expendable trust that the Trustees would like to create, via Warrant Article, to take the place of the current perpetual care funds and money for the sale of lots. The initial draft that Tom wrote needs to be rewritten to better fit with State regulations and he will resend the draft to Terry for comments.

Certificate of Cremation

The Certificate of Cremation for Lillon Walker was received by the Trustees. The cremains burial was held during the week of December 7, 2015. The heading for the remains burial in the minutes from the December 1, 2015 Cemetery Trustees meeting was written as "Cremains Burial in Center Cemetery." This was in error and the correct heading should have been written as "Cremains Burial in Page's Cemetery."

Tree Removal in Center Cemetery

The tree was cut down on Thursday, December 24, 2015. Smaller branches and sections of the tree were chipped on site and removed by the tree service company, Accurate Tree Service. The larger sections of the tree were donated by Accurate to the Jim Stone Memorial Wood Bank and moved to the vacant lot on the north side of Margaret Venator's property.

Stump grinding was conducted the week of December 28, 2015. Keith Racine identified one marble headstone and one corner post that needed to be removed during the process. He temporarily removed the headstone, however, the corner post had become part of the root system and there was no equipment that he had that could safely approach it. The headstone is currently laying down in the cemetery. Tom Groleau will contact Keith to see if it can be reinstalled in its original location shortly, otherwise, the Trustees will need to cordon off

the area to prevent damage to the stone until it can be reinstalled.

Center Cemetery Gates

The contract for two gates at Center Cemetery, to be installed by Penney Fence, were executed on December 22, 2015 and the funds encumbered for the work to be performed in Spring 2016. The contract was initially supposed to be for a section of fence and a gate, however, sufficient funds were not available in this year's budget. Therefore, the Trustees decided to replace the main/Route 13 gate in Center Cemetery, as initially planned, as well as the installation of a double drive swing gate on the School Street/south side of Center Cemetery.

Cemetery Fall Cleanup

Fall cleanup was not conducted. Saint's Lawn Care will clean up the cemeteries of the fall foliage in the spring, when weather permits.

Cemetery Maintenance RFP

The Trustees will be sending out an RFP this coming late summer/early fall for the 2017 cemetery maintenance contract.

Public Discussion

Lee Martel spoke regarding the fencing in the cemeteries. His suggestion to the Trustees was that when fencing needs to be replaced that it should be replaced with a split rail fence, whether using cedar or pressure treated wood, as opposed to vinyl fencing, as it will be more in keeping with the look of the Town. He additionally commented the vinyl has the potential of stain as well as crack.

Next Meeting

Date: Tuesday, February 2, 2016 at 7:00 PM

Location: Dunbarton Town Offices

Adjournment

Brian Pike made a motion to adjourn the meeting at 7:44 PM. Annette Kuhn seconded the motion. The motion passed unanimously (3-0).

Respectfully submitted,

Annette Kuhn
Recording Secretary