

Cemetery 01-06-2018 Minutes Approved
Franconia Cemetery Trustees – Minutes
Location: O'Connor House 133 Church St, Franconia NH

Meeting called to order at 9:15 am by Chair Barbara Holt. Attendees: Barbara Holt, Mary Brubaker and Jayne O'Connor

Minutes of 12-15-2017:

Motion by Barbara to approve minutes as submitted. Second by Mary. Approved by voice vote.

Financial items:

- Barbara sent the end-of-year report to Holly for the Annual Report. She has not yet seen the financial report for the end of the 2017 year.
- Barbara noted that the \$875 received for lot sales was sent to the Trust on Dec. 28, so will show up properly on the Town report, but missed the MS-9 report for 2017. Karen Foss, a Trustee of the Town Trust Funds, mentioned to Barbara at the December joint meeting that this doesn't effect us for working purposes, just means our yearly sales for either year won't match up. Hopefully, in future, the money will be moved over when received. Barbara feels that Karen is good at putting things into perspective.
- The Trustees discussed proceeding with a Cy Pres petition to move some of the principal of the Willis B Phillips Perpetual Care fund in the Trust Funds into the Cemetery Maintenance Fund. Mr. Phillips' will notes it was left "to the cemetery," and it represents about 25% of the perpetual care funds. She feels the procedure to follow is in the handout with the RSA handbook, and Karen Foss (Trustee of the Trust Funds) mentioned that she perhaps could help us with the petition.
- Barbara noted that Susan has been paid in full for mileage and phone use for the year 2017. This comes out of the Cemetery Equipment Budget line item.

Update on items since last meeting:

- Barbara noted that there had been a message at the Town Hall for Susan from someone named Andy at Cemsites, a cloud-based software for cemeteries. The Trustees discussed it briefly, and feel it is not something that will be needed in Franconia at this point.
- The Poop bucket placed at the east end of the cemetery for the fall was removed by Jayne when the cemetery closed. She noted that it disappeared and thinks perhaps Susan retrieved it.

- The flag that was placed in a tree trunk in the east end of the new section was removed by Barbara, rolled up and placed in the shed.
- It appears someone plowed the main road of the cemetery for us (not done by the Town), and Jayne contacted Kim Cowles to have the main entrance closed, and also closed the gate on the east end. The vehicle had cut the corners from the paved road onto the new section and crossed over lots and possibly flat and corner stones.
- The Town will continue to plow a lane down the south paved road, but not wide enough for vehicles. Visitors are welcome to walk in for the duration of the winter. Kim offered the town garage at the east end for visitor parking.
- Cedar posts are needed for at least two areas to protect lot corners:
 - 1) by Bert Herbert's lot near the back gate
 - 2) the lower entrance to the new section from the MacLaughlin lot

Trustees business:

- Barbara Holt tendered her resignation 12/27/17 from the Cemetery Trustees, effective in March. She has many projects in Town, and the Cemetery is taking up too much time. Jayne and Mary talked about the many projects at the Cemetery that Barbara took on over the last three years. Jayne moved that Barbara be thanked mightily for her work and time these past three years. Mary seconded the motion and it was approved by a voice vote, with Barbara abstaining.
- Barbara noted that there is a new secretary at the Town Office, Jenny Monahan, replacing Chris. She also informed the Trustees that Selectman Bernie Costa is not running again for her position.
- The closet in the Town Hall, shared by the Supervisors of the Checklist and the Cemetery Trustees, still needs a lock.

Things that we need for 2018:

- Lock for the closet in Town Office, as noted above
- Fencing for corners in Cemetery, as noted above
- Is mower in the shed, or did it get sent away to be repaired? This is a question for Kim.

CAD drawings project:

Susan and Jayne have been corresponding on the CAD drawings of the cemetery. Susan most recently noted that she has to redraw the whole thing as she said it was not drawn in a way that makes it easy to update in the future.

At 10:25 am, Barbara Holt moved to go into closed session to discuss a personnel matter pursuant to RSA 91-A:3;II (a). Jayne seconded the motion. Barbara voted yes, Jayne voted yes and Mary voted yes. The motion passed. There were no public members at the session.

The Trustees returned to public session at 10:45 a.m.

Motion by Barbara Holt to seal the minutes of the closed session. Second by Barbara. Approved by unanimous voice vote.

Barbara noted there are some very small mowers behind the shed, that perhaps can be put back into use. They have been left out, so would likely need work.

Respectfully submitted,
Jayne O'Connor, Secretary

Minutes of May 27, 2018: Motion by Chris to accept the minutes as presented. Second by Mary. Approved by voice vote.