

Cemetery 11-19-2018 Draft Minutes with corrections (not approved)

Franconia Cemetery Trustees

Location: Town Hall, Main Street, Franconia NH

Meeting called to order at 9:30a.m. by Mary Brubaker. Attendees: Mary Brubaker, and Jayne O'Connor. There were no members of the public present.

1. Minutes:

Motion by Mary to approve the August 29 minutes with corrections. Second by Jayne. Approved by voice vote.

Motion by Mary to approve the October 3 minutes with corrections. Second by Jayne. Approved by voice vote.

1. Road Work at Elmwood Cemetery

Bid requirements were reviewed by the Trustees prior to bid opening. One bid was received, opened and reviewed.

The bid was quite a bit higher than anticipated. Motion by Jayne to reject the sole bid as proposed, as unacceptable. Mary seconded the motion. Approved unanimously.

Mary will write a letter to the bidder to let the company know that the bid has been rejected. The Trustees were assigned vendors for each to contact to see if an acceptable proposal can be attained for the proposed work.

1. Water department

Mary wrote a response letter to the water department to let them know that the required vacuum breakers have been purchased and will be installed in the spring before the water system is turned back on. She noted that the date is after the March 1st deadline, as the system is not turned on until later in the spring. Mary will ask the department what its requirement is for inspection and testing. Motion by Jayne to approve the response letter to the water department about compliance. Second by Mary. Approved unanimous vote.

1. End of season projects.

Mary spoke with Kim about winterizing the leaf blower and the trimmer. Kim mentioned that the mower can be sold, since it is no longer used. The money would go into the Town equipment fund which funded the mower originally.

The truck tire has not been replaced yet, so will wait until spring.

The drainage ditch was dug on the east side of the shed. The west side is difficult to reach due to the concrete posts, so it is hoped the work on the east side will take care of the leaks. If not, the west side drainage ditch will need to be done by hand.

The flags will be left where they are, since early snow will keep the Sexton from replacing them with markers.

Burials since the last meeting include Newton Murray and James Leonard. Jayne will update the card and burial list.

The Trustees made note of the assistance given at the Cemetery this summer by Town employees Corey and Kim. It is very much appreciated.

Mary and Jayne reviewed the expenses to date. There are tools to be purchased for next year, and a clothing allowance to be paid to the Sexton. Holly Burbank, Town Administrator, has asked that the budget for 2019 be turned in by Dec. 3. budget.

1. Motion by Mary Brubaker to adjourn the meeting at 11:30 a.m. Second by Jayne. Approved by voice vote.