

Cemetery 10/15/2021 Minutes-APPROVED

Franconia Cemetery Trustees

Location: The Town Hall, Main Street, Franconia NH

Meeting was called to order at 9:45a.m. by Chair Mary Brubaker

Attendees: Mary Brubaker, Jayne O'Connor, Chris Collman. There were no members of the public present.

1. The Minutes from 9/10/2021 were reviewed. Motion by Mary to accept the minutes as written. Second by Chris. The Minutes were approved unanimously by a voice vote.
2. Since Last Meeting:
  - The tin signs for Elmwood gate arrived, forwarded to the forge
  - The Bollard contract from StandFast Forge was signed
  - Locke's Lawn Care, which mows the cemeteries, is now run by Dave, son of Casey and Jamie Locke. Penny is working with him to be sure it is being done properly and to the standards set by Casey
  - A very nice commendation letter was received by the town from Douglas Sweet re: the gate, fence and cemetery improvements. The letter was forwarded to Sexton Penny Keeler, and to Bill O'Connor, who worked on the fence.
  - A curved granite bench was installed on the Collman-Cunningham lot 4-11-36
  - Arborvitae was cut back around upright stones at Bean lot (2-4/5-17/18) and Gould lot (1-2-10)
  - Penny has cleaned many stones, old and newer, and has concentrated around the area of burials about to take place. Photo example shown of Marland stone (3-10-33).
  - **>JAYNE Jayne will get Penny the Fall to-do list, and let Penny know she should get the D/2 out of this budget.** Also, should be sure to pull the hoses when she does the fall list.
  - **>JAYNE** The Veteran flags will be removed right after Veteran's Day. **Jayne will ask Penny if she feels the new flags were satisfactory.**
  - Penny is waiting for John Hanks to repair the stones that she has marked. They have discussed them already
  - **>JAYNE Jayne will ask Penny to find out if Locke Landscaping would do the brush clearing at Willow this fall, and if so, she will need to do a walk-through with them.** Keep a few nice trees and clear the rest to the property line. Warren's Tree Removal is another option. Or Trevor LaPete.
3. Burials:
  - Laura McLachlin, Sept. 18, 10 am. Lot 3-9-16
  - Newell Murray, Sept. 25, 11 am. Lot 3-7-25
4. Lot Purchases:
  - Pat Garvin
  - Jayne is working with two other parties on purchases**
5. Future Burials Scheduled:
  - None
6. Review of Expenses to Date:
  - >CHRIS Chris will get the P&L to date**

7. Sexton agenda requests:

Budget: Flags, Willow clearing project and tree project.

Reduced winter plowing plan. Mary suggests having the grass road to the side of the Harwood mausoleum be plowed rather than the gravel road known as The Boulevard. This would reduce the amount of gravel being thrown onto the lots and memorial stones. The grass road would need to be marked with 10-12 poles along the >JAYNE length (**Jayne will get them**), and the Town worker will be asked to make just >WHO? one pass through the cemetery. **Who is contacting the Town?**

8. Willow tree clearing plan:

**>CHRIS Chris will draw up a letter for the three abutters to the Willow Cemetery**, since the Franconia Inn is for sale, and the large trees need to be cut as they are a hazard to the historic stones.

9. Bollard project/ tin signs:

Corey will dig 6 holes

StandFast contract is \$2,172

**>MARY Mary will get a date from StandFast** as to when he expects to install them, and let Corey know so the holes are dug in time.

10. Cement posts update:

**>MARY. Mary will ask Corey if there is an update**

11. Map update:

Mary talked to Gardner Kellogg, who said he will get the map copies and a file to us

12. Veteran's List Updated?

**>CHRIS Chris will check if he made all the updates**

13. Donation Acceptance Form:

Mary and Chris re-formatted the form after the edits at the last meeting. Mary made a motion to accept the form, as changed. Chris seconded. Approved by unanimous vote.

14. Information and Policies Document:

Mary and Chris finalized the formatting. Chris moved that we accept the small revisions made at the meeting. Seconded by Mary, and approved unanimously by a ?MARY voice vote. **Mary will print it up to post at the shed, and also provide to Kim >CHRIS for the Town website. Chris will put it on the Google Cloud**

15. Volunteer handbook:

Discussion postponed until the next meeting

16. Plaque to honor Barbara Holt

Photos of suggested plaques distributed and the Trustees chose the one they like. Draft wording is below. Mary made a motion to order the solid cast brass memorial plaque. Seconded by Chris. Motion was approved unanimously by a voice vote.

In honor of

**Barbara Holt**

19?? - 20??

Trustee - Historian - Friend

She was dedicated to organizing  
and improving the Franconia Cemeteries

**?JAYNE Jayne will look for the correct dates to put on the plaque and order it.**

Look for her dates in Town report 2018

17. Signs for Sections and Rows

Photos of suggested signs distributed by Jayne. The Trustees like the hanging slate signs. It appears we would need 7 to show the rows in Section 2,3 & 4, and four >JAYNE to show the rows in Section 1. **Jayne will look for bigger slates than the ones shown, and also taller hanging holders, and will order one sample for this year so the Trustees can see how they look.** Can order the other 9 next spring.

18. Set date for next meeting : 9:30am Friday November 12, with emphasis on the 2022 budget

Future meeting:

Fence repair or replacement plans for next year

**>JAYNE John Hanks installations. JO will send this list to Chris and Mary**

- Santolucito stone and cornerstones installed
- Collman-Cunningham Bench installed
- Cornerstone added to expanded Burlack lot
- Garrison stone and cornerstones installed
- Shufelt Stone installed
- Murray stone (date of death added)
- Laura McLachlin (date of death added)
- Laura Beth Ramsey flat paver installed
- Judith Carroll flat paver installed

**>JAYNE Jayne will will send the breakdown of CMTF purchases for TTF**

**>CHRIS Chris will color code the 2022 budget**

**>CHRIS & JAYNE. Chris and Jayne will start working on the 2022 budget for the next meeting**

Meeting adjourned at 11:45 am

Respectfully submitted,

Jayne O'Connor, TTE

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