

Cemetery 11-1-2023 Minutes – DRAFT

Franconia Cemetery Trustees

Location: The Town Hall, Main Street, Franconia NH

Meeting called to order at 9:40 am by Chair Mary Brubaker.

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

1. Reviewed Minutes of 9/28/23. Motion by Mary to approve as written. Second by Chris. Approved unanimously by voice vote.

2. Since Last Meeting:

Littleton Monument Co fixed 3 stones in Willow Cemetery

George and Penny worked on setting stones upright in Elmwood. (\$300)

George removed two trees along Cemetery entrance (\$200)

Corey removed the small dead tree that was near the shed

3. Burials: (list to date for 2023)

Robert Peraino	May 20	Lot 3-9B-12
Barbara Ford	July 9	Lot 4-12-53B
Donald Clark	July 22	Lot 4-12-25
Patty Schaffer	August 2	Lot 3-8-16
Kurt Lucas	September 23	Lot 4-12-55B

4. Lot Purchases: (list to date for 2023)

Robert Peraino	3-9B-12
Edward Rolfe	4-11-50 and 4-11-51
Robert DeSimone	2-6-3
Mike Ford	4-12-53B
Tom & Louise Allen	4-9B-13

5. Future Burials Scheduled:
none at this time

6. Review Expenses to Date:

It appears money from the CMTF will not be used this year for the fence or tree removal projects as hoped. The Trustees will continue planning those projects for next year. Otherwise, the Cemetery budget is in good shape.

7. Sexton Updates:

Sexton Penny will be working through Veteran's Day, or as the weather allows.

8. Sexton Agenda Requests:

Tarp, rake and blades could be purchased before year end if budget allows. Okay to do, and Jayne will let her know.

9. MS-9 Expenditures and Income:

See #12 below

10. Signs for ends of rows:

Being worked on. Jayne doing signs and Chris doing posts.

11. Plaque honoring Barbara:

Jayne gave it to Chris to put on the shed at the cemetery.

12. TTF correspondence

Recent emails were received from the TTFs.

The Cemetery Trustees discussed.

Mary read RSA 289:7(d) concerning vouchers between cemetery trustees and TTFs

Jayne will update the Admin checklist and send Chris a note that it has been done.

13. Fence plan:

Moved to a future meeting

14. Tree work plan:

Moved to a future meeting

15. Other:

Herbert lot. Don Herbert sent a copy of his plan for the Herbert lot (3-11-34 & 35) Mary reminded everyone that any stones other than the family stone should be flush with the ground (paver). John Hanks should contact Penny about putting it in as she should be there.

Jayne has been corresponding with Jill Rajae who has a receipt for lot 1-2-5 from 1899 when her ancestor, Dwight Heath, purchased it for \$10. She sent a photo of it to Jayne, who will add it to the Cemetery files.

16. Set date for Next Meeting:

Thursday, November 16, 2023 at noon at the Town Hall.

Meeting adjourned at 12:30 pm

Respectfully submitted,

Jayne O'Connor, Trustee

Jan Cole stopped by after the meeting and spoke to Jayne and Chris about TTF items.

1. She showed Jayne that the cemetery budget has been updated, but the Quickbook reports do not reflect that until changes are made on the reports.
2. The TTFs have asked that copies of checks not be included in the files as the checks include personal account information. Jayne did note that the current deposit policies make it difficult to track down particular checks in the deposits. Jan suggested that if a check cannot be found, the bank can search for it. There are still two checks for \$150 each (from Bev Hunt and Linda Ford) that are not showing in the Town reports.
3. Jan gave Jayne a new template for the Cemetery budget, which is similar to what has been used, but does not include the CMTF (ETF) income or expense.
4. Jayne gave Jan the RSA that requires a voucher for the TTFs, so that Jan can research it.