

Cemetery 11/20/2020 Minutes-DRAFT
Franconia Cemetery Trustees
Location: The Pavilion, Academy Street, Franconia NH

Meeting called to order at 10:15 a.m. by Chair Mary Brubaker

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

1. Review of minutes from 10/14/2020:

Chris Collman made a motion to accept the minutes as they stand. Mary Brubaker seconded the motion. It was approved unanimously by a voice vote.

2. End of season wrap-up, closing procedures

Penny has closed up everything except the gates, which Jayne will do when it snows. Shed looks great, and is very organized. The Trustees are very pleased with the work done by Penny this year.

The golf cart is in storage mode, fuel preservative added. Jayne will print up the maintenance recommendations from the dealership and put them in the shed. Will need to schedule maintenance with North Country Golf Carts once a year, and add \$250 to the annual budget for maintenance.

Jayne will see what is needed for the Town as far as employee reviews.

3. Since last meeting

The front gate, which was refurbished and re-installed earlier this year, was hit by the Littleton Memorial Company truck when a toolbox cover fell open as it was passing through. John Hanks, from LMC, is very upset about it, and has been very responsive to getting it repaired promptly. Mary sent photos to StandFast Works Forge owner Tim Greene, who did the initial work and is working on a repair quote.

The Trustees have planned for four pipe bollards which will protect the gate, and those will be installed next year. They may order a couple extra. Jayne asked that some of the scrollwork at the top be painted white to make it more visible.

New stones or inscriptions:

Helen Dexter 1-6-8

George Mitton 3-8-36

Foundation being done for the Garison family stone.

4. Budget 2020

There may be some money left over in the 2020 budget, mostly due to lower mowing costs associated with the drought. The Trustees do not currently expect to spend that money, wishing to return it to the taxpayers.

5. Budget 2021 draft

Jayne is working on the draft budget, so will keep the Trustees updated on it when it is ready for review. The budget will be on the agenda for the December meeting.

Chris would like more detail in the Town Report, so Trustees may add some info to their page.

Town Administrator and Trust Fund Trustees have requested to have the amounts to come from the Trust Funds and Perpetual Care funds this year. Chris will work on those amounts.

There is \$4,770 remaining for bollards and winter gate, from the original amount voted by the Town. Mary will work with the forge on finishing this project.

6. Veteran flags

These will come out of the 2021 budget. We need about 125 of these.

7. Cemetery map status

Chris will check with Gardner Kellogg as to the status of the updated map.

8. Press release status

Jayne sent the press release and updated photos to the Courier, Caledonian and The Union Leader. She heard back from John Koziel at the Union Leader that he'll look for a place for it in an upcoming edition.

9. Write-up for Town Report

Mary will begin working on it. Jayne will provide her a list of 2020 Burials and Lot Sales.

10. Perpetual Care 2020 amount for TTFs

Chris will work on that once he has the updated budget from Jayne.

11. Rules and Regulations

The Trustees will work on this over the next few months.

Next meeting December 4, 2020 at 10 am at the Town Hall.

Meeting adjourned at 11:55 am by Mary Brubaker.