

## **Cemetery 5-1-2019 Minutes- Approved**

Franconia Cemetery Trustees

Location: O'Connor residence, 133 Church St, Franconia

Meeting called to order at 8:30 a.m. by Mary Brubaker

Attendees: Mary Brubaker, Robert "Chris" Collman and Jayne O'Connor

There were no members of the public present.

### **Minutes**

Motion by Chris to approve the minutes of 3/28/19, as corrected. Second by Mary. Approved by unanimous voice vote.

Motion by Chris to approve the minutes of 4/8/19, as corrected. Second by Mary. Approved by unanimous voice vote.

### **Perpetual Care Funds and Cemetery Maintenance Fund**

In reference to the matter discussed at the 4/8/2019 meeting, Chris moved that the Franconia Trustees of Trust Funds (TTF) be informed that after exhaustive further research the Trustees have found no funds in the Cemetery Maintenance Fund that should be in the Perpetual Care Funds listing. This includes the \$5,000 mentioned in the April 8, 2019 TTF Minutes. Second by Mary. Approved unanimously by voice vote.

Mary will send the Approved 4/8/19 Minutes out to those who received the draft version.

### **Status of Road and Gate Projects**

Mary met with Dennis and Laura Thompson of Northern New England Field Services a couple weeks ago to go over the road construction schedule and finalize needs. She also met with Tim Greene and Gretchen Davis of StandFast Works Forge to finalize the gate renovation project. Mary reported that both contracts have been signed and returned to us, and deposits for both have been paid. The Town office has copies on file. The road project will happen in early May. The gate project will happen this year, but does not yet have a timeline.

The NH DOT requires a paved apron 50 feet from center line of Route 116 leading into the cemetery. The apron also provides room for vehicles to make the swing into the cemetery road. Greene and Davis suggest moving the gate back from its current location so it does not sit within the paved area.

To protect the gate from vehicles, bollards made of metal pipe with decorative tops will be installed as a gauge for large vehicles. A chain to close the cemetery in winter can be attached to the bollards.

The gate sits on eight large footings under its support posts. The current ones will be left in the ground, and Mr. Thompson will supply the ones for the new location. Mary will work with the Town and Mr. Thompson to find a suitable storage area for those granite blocks until they are needed.

Jayne has put up signs to let visitors know of the upcoming road work, and has also contacted the funeral homes, landscapers and Town.

The Cemetery officially opens today. Jayne had the Sexton, Penny Keeler, work a few hours last week to start clearing branches, old flowers and such, since the Cemetery already has had many visitors. The Trustees thank Selectman Eric Meth, who helped Penny get a new tire and a battery for the cemetery truck, which has not been working since early last fall. The estimated cost for both is \$200.

### **Broken and New Stones**

John and Sue Hanks of Littleton Monument Company provided a list of new stones and inscriptions installed in 2018. Jayne added to the list those the Trustees have also noticed, and Chris will use this to update the official list of stones and inscriptions.

There are four stones down in the Elmwood Cemetery, and one that is being help up with a block of wood. Jayne will try to get a quote from John Hanks for repairs. Chris has checked the perpetual care records, and none of them are among those with perpetual care funds.

There was a discussion about the George Maxwell stone in Willow Cemetery, which has a repaired break. John Hanks is aware of this stone, and asked if we want to order a whole new stone. The Trustees will look at it and talk to John to make a decision. The Trustees will research options for historical stones. Chris will check with State Historical Society.

### **Other Items**

Kim Cowles has been working on the backflow water valves at Elmwood. She will wait until after the roadwork is done to turn on the water, as the pipes are not far down in the ground. Mary will make sure Mr. Thompson is aware of the location of the pipes; at least the ones we know of.

The Trustees are expecting two burials so far: Robert Ball and Ellie Opalinski; but do not have dates yet.

Chris Collman left the meeting at 9:45.

Jayne asked the Trustees to look at the Ross lot 4-12-37a, which she sold last summer to Charyl Ross. It appears the map she used was not up to date, and Barbara had marked that lot as being not for sale (NFS) as it is adjacent to a planted tree at the end of the row and will eventually have root issues. She will contact Charyl Ross and coordinate a change to an adjacent lot.

Jayne has updated the map to reflect changes made during 2018. She provided Chris with a list of map updates for the one he is creating in Excel. She also provided him with updates for the lists he maintains: Burials, Stones and Inscriptions, Name Order list, and Special Flags list.

There is a note about Katherine Johnson missing from the burial list in the burial list book, and more research is needed to determine from which list she is missing. Jayne will check when next in the Town Hall.

Mary adjourned the meeting at 10:45 am.

Respectfully submitted,  
Jayne O'Connor, Trustee

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Franconia Cemeteries