

Cemetery 5-6-2021 Minutes-APPROVED

Franconia Cemetery Trustees

Location: The Town Building, Main Street, Franconia NH

Meeting called to order at 9:55 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. Following a review of the Minutes of 12/15/2020, Chris Collman made a motion to accept the minutes as written. Mary Brubaker seconded the motion. It was approved unanimously by a voice vote.

2. Since last meeting...

A. The Town Meeting was held in Bethlehem on Friday April 9, 2021 at Profile School. The Cemetery budget passed with no questions asked, as part of the Town Budget.

B. Two cemetery Warrant Articles (housekeeping articles) passed. Mary Brubaker was reelected as a Cemetery Trustee to a term ending in 2024.

C. It was a dry spring. The cemetery roadways look fine. Some monuments have fallen. Penny will be asked to put the ones she can back on their bases, and will get help for the others.

D. The vendor who mowed the cemeteries last year, Trevor Lapete, is unable to mow this year. Jamie and Casey Locke, who mowed prior to Trevor, will return, but their original pricing was much higher than what was budgeted.

Mary and Jayne checked the number of times the mowing was done the last few years and Mary worked out with Jamie an agreement whereby Penny will schedule the mowings and the payment will be on a per/mow basis for \$700 for Elmwood and \$200 for Willow. We'll keep in mind that Memorial Day and July 4 are especially important, but plan to have the cemeteries look good all season. Penny Keeler will keep track of dates the cemeteries are mowed. This should keep the mowing budget within reason.

E. A tree fell in Elmwood entranceway near the shed. One cement post broke. Excellent clean up by sexton Penny, volunteer Bill, and town crew with tractor. The broken cement post needs replaced. Mary will check with Stanley Sherburn, who made the original posts, to see if he can make more (perhaps six).

F. The damaged gatepost at Elmwood's main entrance was fixed by StandFast Forge on 5/4. Mary called John Hanks to let him know it has been fixed. The Trustees plan to attend the NH Preservation Alliance Awards Ceremony May 12 at 5 pm by Zoom.

G. In looking for a way to keep the gate protected from being hit again, the Trustees would like to put temporary bollards in front and behind it. The Forge people suggested using something hanging from the top of the gate to help keep it from being struck.

H. Jayne feels there are some signs that are needed at the entrance both to protect the gate, and to direct larger vehicles to the back gate. Perhaps a tin sign noting the date of the cemetery, hung with black chains, will protect the gate. Jayne will come up with sign wording proposals.

I. Mary will talk to Corey at the Town to see if he can come up with temporary bollards to install while we wait for StandFast Forge to make the permanent ones. She will also ask him about moving the water blow-out as it is currently very close to the drive at the entrance.

J. The volunteer who worked on the fence around the Elmwood Cemetery will not be volunteering this year, so the Trustees will need to work on a plan for repairing or replacing the fence so the funding can be budgeted for next year.

K. Annual Dues of \$10 were paid to the NH Old Graveyard Association.

3. Burials

There are four burials pending; dates not yet set

4. Flags.

Sexton Penny feels the larger flag (11x17) looks better in the cemetery. However, the Trustees would like to try a slightly smaller flag so it will not touch the ground. It should have a cap, but will not be hemmed. Since this is an annual expense, the Trustees feel the flags can be tried this year, and if they do not look as good different ones can be purchased next year. There are 176 +/- veterans on the list. Chris is authorized to order the flags and plan to have them here in time for Penny to put them up prior to Memorial Day.

Before he orders the veteran flags, Chris will check the status of the flag currently flying on the flagpole at the Cemetery to see if that needs replaced, as well.

5. Bird Houses

Three bird houses were donated by Peter and Paula Ainsworth, who walk through the cemetery each day. Jayne asked her husband to put them up, but Mary was not pleased that they appeared without any notice to the Trustees. At least one of the houses has a resident.

Following a discussion, Chris moved that the birdhouse donations be accepted for this year, pending the approval of the abutter on whose property Jayne may have had one of the birdhouses located, and that the Trustees re-visit them next year. Second by Mary Brubaker. The motion was approved by a unanimous voice vote.

6. Communication for smooth operation, donation policy, define role of volunteers Create clear parameters for decision-making

The birdhouses precipitated a lengthy discussion about donations and creating a policy for donations, which can include items like office supplies, perennial flowers, birdhouses, benches and more. At what level do the donations need to be accepted by the Trustees?

Jayne provided some proposed duties for the Trustees, Managing Trustees, and values & objectives for the Cemetery. Chris will review it, and will come up with a proposed policy for

donations and volunteers so they can discuss all at a future meeting. The Trustees will plan to hold regular monthly meetings each year to facilitate better communication.

7. Hydrangeas

The Trustees put money in the budget this year to purchase two Hydrangeas to replace the lilacs being removed from near the front gate. The trees are expected to be 10 'wide at full size. Following a discussion, the Trustees decided the hydrangea trees should be planted 20-25 'behind the gate.

They suggested Penny can ask Town Administrator, Kim Cowles, if she'd like the lilacs for elsewhere in Town.

8. Rules and Regulations

Will be on the agenda for the next meeting.

9. Map:

Chris will follow up and again request a full copy of the map from the mapmaker.

10. The next meeting will be Monday, May 31, 2021 9:30 at the Town Hall

11. Mary made a motion to adjourn the meeting at 12:23 pm. Chris seconded the motion, which was approved by unanimous voice vote.