

Cemetery 9-28-2023 Minutes – APPROVED

Franconia Cemetery Trustees

Location: The Town Hall, Main Street, Franconia NH

Meeting called to order at 9:25 am by Chair Mary Brubaker. Attendees: Chair Mary Brubaker, Chris Collman and Jayne O'Connor. There were no members of the public present.

1. Reviewed Minutes of 8/9/23 Motion by Chris to approve as written. Second by Mary. Approved unanimously by voice vote.

2. Since Last Meeting:

Chris has been working on a project to update or correct the lot cards. He is reviewing the old Town Reports to mine information that can be used to update the cards, burial lists, etc., in order to have complete records of the interments at the Franconia Cemeteries. He also gave Jayne a list of lot cards to review for corrections.

Chris' research has, so far, revealed 23 likely burials that are not on lot cards.

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:

P&L details from Town shows that the Cemetery Budget is in good shape. There may be a burial and a purchase not posted yet, so Jayne will check those with Jenny.

7. Sexton Updates:

2022 Employee Performance Appraisal. Jayne presented it to the Trustees, who reviewed and approved it. Jayne will scan it into the Cemetery files, and give the original to Libby at the Town.

8. Sexton Agenda Requests:

Penny and Chris talked about cleaning stones in the Willow Cemetery. Chris will check if D/2 can be used on the slate stones there

9. MS-9 Expenditures and Income:

The Trustees would like a list of the amounts moved to and from the Cemetery Maintenance Trust Fund and the Perpetual Care Trust Funds to verify. Chris will check four years' of MS-9 reports.

10. Signs for ends of rows:

Chris has a prototype of a stand. Jayne will let Chris know what she feels is the best height for the stands.

11. Plaque honoring Barbara:

Jayne has asked Chris for help.

12. TTF correspondence: moved to next meeting

Memo regarding definitions of available PC funds

Willis Phillips

Timely notification of invoice payments

13. Fence plan:

Mary obtained an estimate from Doolan Fence to remove 800 feet of existing fence and posts, fill holes, remove material from site and install 4ft tall cedar picket fencing.

The Trustees discussed the reasons for the fencing and several options: stone wall, cyclone fence, cement and chains like up front.

This year's budget includes \$5,000 towards the project

The current fence is 962 feet: 800' straight fence needing replacement. 56' of repaired fence on straightaway at east end. 70' & 36' in the corner by the Bertles lot

Mary will look for more quotes, and will report back.

14. Tree work plan:

Penny is still in contact with the Chardins about getting work done around the perimeter of Willow

15. Other:

- Jayne was asked by the Franconia Heritage Committee to do another Cemetery Tour

- The door of the shed appears to have dropped on one side. Chris will take a look at it to determine what needs to be done.

16. Set date for Next Meeting:

Wednesday November 1, 2023 at 9:15 am

Meeting adjourned by Chair Mary Brubaker at 12:30 pm

Respectfully submitted,

Jayne O'Connor, Trustee