

Note: Draft minutes are subject to corrections, additions and deletions.

## Cemetery Trustees Minutes of Sept 3, 2019

PRESENT: Mary Blackwell, Chairman Maryrae Preston, Trustee Susan Erwin, Trustee

Also present Stacey Noyes and James Hunt

At 6:02 PM, the Cemetery Trustees convened a duly noticed public session in the office of the High Street Cemetery. Motioned by Chairman Blackwell, Seconded by Trustee Preston unanimously voted 3-0-0.

### I. APPROVAL OF MINUTES

On a motion made by Trustee Erwin to accept the public minutes from Tuesday August 6th, 2019 Seconded by Chairman Blackwell unanimously voted 3-0-0.

### II. NEW BUSINESS

Attached to the minutes the copy of the voicemail left by Brian Chevalier to Chairman Blackwell regarding his resignation and being done at the Cemetery. In the interim Stacey Noyes and James Hunt will be temporary superintendents with administrative duties. Along with this new position Noyes and Hunt will be given a pay increase. Effective tomorrow September 4<sup>th</sup>, 2019 the pay rate of 21.00 per hour temporarily until rescinded for both Noyes and Hunt. Motion by Trustee Erwin, Seconded by Chairman Blackwell 3-0-0.

#### Report from Cemetery personnel

Motion to limit the size of all futures head stones to a 60 inch base and not to exceed 42 inches high for a 4 ft. grave lot. All stones are required to have a foundation approved by the Cemetery Superintendent prior to any installation of any headstones. Motion by Trustee Preston, Seconded by Trustee Erwin 3-0-0.

The Cemetery is looking amazing with the removal of the trees in concern with age and rot. The Cemetery looks open and sunlight is pouring in and looks amazing. Don Knowles tree service is doing a wonderful job and the Cemetery personal have done a fabulous job. Discussion to address negative comments that have been rumored regarding cutting the trees. Please know the tree removal was discussed regarding in depth and the discussion to remove was add for the safety of people and grave stones. If a tree comes down on the stones the amount of damage would be horrific.

Quotes are being worked on regarding sheet rocking the ceiling of the garage this must be complete by December 31, 2019.

Don Stebbins Electric will doing the wiring in the garage regarding adding more electric sockets to the work station.

Discussion to open up a Seconded door for the garage bay. Overhead door company is going to be doing the work waiting for their bid to come in. Hoping for the quote prior to next meeting.

Three Bronze veterans' plaques Jonathon Currier, David Sides & Mr. Jenner's are to be installed. The plaques are beautiful.

Cemetery lobby has been changed around and now has two work stations and is more serviceable for the employees.

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Cemetery employees are researching the holding tank and have notified the Town Manager and Trustees regarding unknown condition.

Cemetery employees have repaired leaky water pipes in various sections of the Cemetery that have been discovered.

Cemetery trucks will be going in for annual service in mid-September.

Discussion regarding Sanborn Brown Cemetery condition with abutter having stored items against the stonewall. Requirements in regards to items of property owner being 25 ft. from Cemetery. Property owner will be notified by Town.

Discussion on the Elkins Cemetery and the facility Cornerstone Senior Living facility having responsibility for providing access to the Cemetery. This will be followed up by Cemetery employees. Chairman Blackwell will speak with the Town Manager regarding status of this situation.

Addressing the overhead door quote still waiting for repair.

Chairman Blackwell has concern with amount of Cemetery personal. Mr. Hunt and Mr. Noyes feel confident they are able to work the employees they have for this time of year. In the spring more man power will be needed.

Discussion by Cemetery Superintendents to have additional placed where the building has a door cut into the foundation now. Additional storage is need to house equipment. Proposed addition to be approximately 16' X 24' +/- . Superintendent will research and try to have bids for October meeting. A warrant article will be written. No cost to the Town if approved at the March vote.

### III. OLD BUSINESS

Have any of the proposed warrant articles from last month's meeting been drawn up and or discussed with the Town Manager. Status is yes per Chairman Blackwell.

How are the rules regarding placement of additional items not allowed by the Cemetery being address. Folks have had time to see the new sign placement. Copies of the rules will be provided so folks are aware when purchasing lots what is allowed and what is not allowed in the Cemetery. Yes it is getting better and Cemetery looks great.

Next meeting to be posted Tuesday October 1st, 2019 6 PM at the Cemetery.

Motion to adjourn at 7:59 PM by Trustee Preston, Seconded by Trustee Erwin unanimous 3-0-0

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Brian Chevalier's digital voice message resignation left on Trustee Blackwell's cell phone.  
[8/13/19; 10:01 a.m.; 46 seconds]

“Mary, Brian over the Cemetery, it's Tuesday morning.

Um, I'm just letting you know that I'm pretty well done here so – as I'm sure you know.

Um, so, boys ah – I'm tutoring the boys into what needs to be done, Stacy and so forth and so on but, ah, I'm basically done - so.

OK I'll be; well maybe I will, maybe I won't be talkin' to you but, ah, I will be around for any questions for anybody so.

Town Managers got a pretty good idea that I'm out of here and so doesn't Jamie, so, I've been down talkin' with them – interesting.

Alright, thank you.”

