Meeting Minutes

Brian Pike brought up a correction that needed to be made to the April 2015 meeting minutes, which was to correct information regarding the donation that was provided by Donna Dunn to the Town.

The wording from the April 2015 meeting minutes were as follows: “A non-bound photocopied packet was donated by Donna Dunn on behalf of the Historical Awareness Committee’s Library, the Tuck Library, entitled “Gravestone Inscriptions for All Cemeteries Within the Township of Dunbarton – 1758-1933” and compiled by Priscilla Hammond of Concord, New Hampshire in 1933.”

The correction is as follows: “A non-bound photocopied packet was donated by Donna Dunn on behalf of the Historical Awareness Committee via the Tuck Library, entitled “Gravestone Inscriptions for All Cemeteries Within the Township of Dunbarton – 1758-1933” and compiled by Priscilla Hammond of Concord, New Hampshire in 1933.

Tom Groleau made a motion to approve the minutes of the Cemetery Trustee’s Meeting held on Monday, February 2, 2015 as amended. Brian Pike seconded the motion. The motion passed unanimously.

Gates for Page’s Cemetery

The invoice from Penney Fence for the installation of two gates at Page’s Cemetery has been forwarded to Line Comeau. The installation of the gates is scheduled to be conducted on Friday, May 8, 2015. Once the gates have been inspected and approved, Tom Groleau will provide a check to Penney Fence in the amount of $2,790.
**Cemetery Opening**
All three cemeteries are officially open for the season.

**Cremains Interment**
The cremains of Irene Thalheimer are potentially scheduled to be interred on Saturday, May 9, 2015 in the cremains garden. Tim Kenney from French & Rising Funeral Home will call Mark Hubbard regarding the actual date and time. Tom Groleau marked the cremains site with a yellow flag during a walk all three Trustees took in the Center Cemetery this evening for a cursory look at the stones and other issues that need to be addressed in the cemetery.

**Cremains Garden**
Brian Pike called Mark Hubbard and left a voicemail regarding previous conversations about relocating the cremains into the proper grid of the cremains garden, which has been marked out by Steve Racine. The interment of Irene Thalheimer’s cremains was also mentioned during the message.

After the relocation work is complete, the area should be overseeded.

**Cemetery Walk-Throughs**
The walk-throughs of the three cemeteries will be conducted on Saturday, May 9, 2015 starting at 8:30 AM to identify various areas that may need to be addressed with respect to maintenance of grounds, fencing, stones, safety and other issues.

The walk-throughs will also coincide with Saint’s Lawn Care to discuss the direction of landscaping work for the year.

It was also suggested that Mark Hubbard be invited to join the Trustees on the walk-throughs or to meet with Tom Groleau on Friday, May 8, 2015.

Tom Groleau will send reminder emails to all parties regarding the walk-throughs.

**Request for Proposals**
Annette Kuhn will email the other two Trustees the rough draft RFP she has been working on for stone repairs.

Tom Groleau showed the Trustees some of the pictures he took of damaged stones in Center Cemetery while walking through the cemetery a couple of weeks prior.

An RFP was also discussed for vinyl fencing at Center Cemetery, as well as for two gates; one for the Route 13 side and one for the School Street side.

**Hearse Inspection**
The hearse inspection has been scheduled for Saturday, May 16, 2015 between 9:00 and 10:00 AM.

Tom Groleau will confirm with Donna Dunn.

**Use of Hearse**
No one has yet requested the use of the hearse for events during the year such as any 250th Anniversary events or Old Home Day.
Gate Hardware
Old cemetery gate hardware, that has been stored in the Town Offices, will be moved to the Hearse Building by Brian Pike.

Cemetery Mapping
The Trustees will continue to conduct mapping of the cemeteries within the next couple of months. Section D remains to be mapped in Page’s Cemetery and one final area in the Center Cemetery needs to be completed.

Petition to Cy Pres
Brian Pike recalled a meeting that was held between Terry Knowles, her husband, Jason Dubrow, the Board of Selectmen and himself regarding Petition to Cy Pres and mentioned that it sounded like it was not easily done.

The Trustees will try to speak with Terry Knowles at next month’s Trustees’ seminar held by the State of New Hampshire Attorney General’s Office.

Page’s Cemetery
We are waiting on the grass to grow for Steve Racine to perform his work in Page’s Cemetery.

Erosion Issues at East Cemetery
The erosion issues at East Cemetery will be investigated during the cemetery walk-throughs on Saturday, May 9, 2015. It was suggested that we possibly contact Britt Phillips for ideas for erosion control.

Center Cemetery
The Trustees will contact Koren and Howard Maccubbin regarding the property line between their property and the Center Cemetery with regard to the trees along the property line.

Purselley Interment
The family of Jimmie Purselley would like to inter his remains next to his wife, Mary. There is no deed on file for the two lots for Jim and Mary Purselley. However, a handwritten note on a letter from July 1990 states that $405 was received for the two lots. There is also a stone.

Brian Pike will call Jeff Boucher from Manchester Memorial Company and let him know that there is a stone. Brian Pike will also call Phaneuf Funeral Homes & Crematorium to see if the family can provide a deed.

Request for Information
Carolyn Gleason contacted Tom Groleau regarding a copy of records from the Trustees’ filing cabinet. Tom Groleau provided her the information as well as sending her a copy of the rules and regulations.

Brian Pike received a call from Ms. Grandmont who was affiliated with Ms. Chmiel, who has passed away. Her father, John Leo Chmiel owned the lot the Cemetery Trustees need to know who is in control of the lot. The matter will likely need to be resolved in Probate Court.

Annual Seminars on Trust Fund Administration and Statutory Filing Requirements
The annual seminar will be held on Thursday, June 4, 2015 from 8:30 AM to 2:30 PM in Concord, NH at the Holiday Inn. All three Trustees will be attending. Brian Pike will RSVP for all of the Trustees.

Easter Service
An Easter service was held in Center Cemetery on Sunday, April 5, 2015 while the cemetery was officially closed for the season. It was decided that no action be taken at this time regarding this situation.
Stark Cemetery
A cataloguing of graves from Stark Cemetery was provided by Donna Dunn.

Next Meeting
Date:  Monday, June 1, 2015 at 7:00 PM
Location:  Dunbarton Town Offices

Adjournment
Annette Kuhn made a motion to adjourn the meeting at 8:58 PM. Brian Pike seconded the motion. The motion passed unanimously.

Respectfully submitted,

Annette Kuhn
Recording Secretary