

Cemetery Trustee Meeting Minutes
August 22, 2019 – 5:30 p.m.

Present: David Pinckney (Chair), Linda Fisher (Secretary)

Old Business

- July 10th minutes were approved.
- The search for cemetery software was tabled.
- Gratitude was expressed regarding alternate trustee Donna Chagnon's countless hours spent organizing the committee filing cabinet.
- The branch next to the Edmunds-Stanyan Cemetery will be removed by Jed Pinckney on August 23rd. The committee extends their thanks.
- Joan of Bennet Funeral Home was informed the gravesite she sought was in Loudon.

Continuing Business

- Pineground map is in the process of being verified. **Linda** running point.
- Further consultation with Ruth Hammen is necessary regarding death, burial, and cremation certificates of deceased residents not buried in town cemeteries.
- Further consultation with Ruth Hammen is necessary regarding the recording of cremation interments.
- Concord resident looking for information on the Wilcox lot. **Donna** to locate deed. **Linda** to communicate findings.
- Document with directions to each cemetery needs to be updated. **Linda** working on it.
- **Linda** is documenting procedures for placing flags at Veterans' graves.
- Four discrepancies in Leavitt Cemetery need to be rectified.
 - Priority #1: There are concerns regarding the placement of the Dane headstone in Leavitt. **Committee** will verify appropriate placement. **David** will notify family of findings.
 - Priority #2: The master map for Leavitt shows the Baum lot as having a N-S orientation. The grave has an E-W orientation. **Committee** to check the deed and update the map accordingly.
 - Priority #3: The grave marker on Lot 158DL was set too far over and straddles the boundary of an available lot. **Committee** needs to see that the stone is re-set.
 - Priority #4: Receipt identifies the Werby lots as 148D1/2, 148C, and 162D with cornerstones Bs and Ps. There is a need to verify cornerstones were placed in the correct position. **Donna** will obtain copy of deed from Town Clerk. **Committee** will meet at Leavitt at a later date to clarify discrepancies.

New Business

- A request was made for the sale of a lot in Pineground. **David** to follow up.
- Recommendations regarding care of the town's cemeteries beyond March 2020 should be communicated to the select board. **Committee** to draft a letter.
- A second September meeting was scheduled. **Linda** to post notices and alert the media.

Next Meetings – Thursday, September 5th, 5:30 p.m. at the Town Office
– Thursday, September 26th, 5:30 p.m. at the Town Office

Respectfully submitted by

A handwritten signature in black ink, appearing to read 'L. C. Fisher', with a long horizontal flourish extending to the right.

Linda C. Fisher / Secretary