

Cemetery Trustee Minutes

July 25, 2024

- Meeting opens with Joyce Keegal, Jim Hajjar, Albert “Skip” Belanger, Jillian Benedix present. Jillian motion, Jim 2nd to accept Skip as voting member for this meeting.
- **Light bill** signed
- **Deeds** - Signed two deeds
- Jillian motion, Skip 2nd to accept June 11 minutes as written with the addition of the two pages of Right to Know that Joyce had provided.
- **Budget** update
 - Budget expenditures are on track
 - Joyce mentioned that she had to find a new source of lot markers. Current vendor is no longer in business. New vendor is local (Andover, MA) and price is slightly higher but should not be a budget issue.
- **Cemetery Activity**
 - **Web Page** – Jillian was granted full access to all cemetery trustee/cemetery related pages! The trustees will review all cemetery webpages this winter and possibly update the webpages with new pictures, info, etc at a future meeting.
- **Other business**
 - **Mapping & GPR** update – Joyce informed vendor that Trustees are not willing to pay for GPR at Veasey. Vendor may be willing to do demo of GPR for NH Cemetery Association. Trustees tabled discussion of any GPR activity until Jim has a follow up discussion with Mr. Almon.
 - Review & update **Rules/Regs** - Reviewed final updates. Jillian motion, Skip 2nd to approve the 2024 Rules and Regulations. Jim will update the document to show the date approved and send to Jillian so she can place it on the cemetery website.
 - Jillian will work with Joyce to create a new Brentwood Rubbing form that would document if the Superintendent wanted to support rubbing of a stone due to extenuating circumstances. The form would detail the specific stone, the extenuating circumstances supporting stone rubbing, the date/time of scheduled rubbing, and an approval section. Rubbing could only take place after superintendent documented scenario, received approval from Trustees, and then was present to perform rubbing.
 - Jillian will work with Joyce to create a new pamphlet of 2024 rules & regulations to replace the “blue” 2019 pamphlet.

- **Future Planning, calendar**

- **Alternate Trustees** - Aug. 20 Select Board swearing in of alternates and SB approval of “no rubbing” policy.
- **Poor Farm**
 - Joyce found a volunteer who will construct a maple casket that will fit the bankers box the remains will be reburied in.
 - Identification of cemetery boundary and placement of markers is on hold until Sandborns return from vacation.
 - Town Administrator, assessor, and cemetery trustees will meet with Sandborns to finalize plan to document Poor Farm Cemetery. Legal council may be required to properly update property deed/records for 59 Deer Hill Road and new Town cemetery at that location.
- **New Future Town Cemetery**
 - Jim reviewed some draft calculations of how many lots can be supported by one acre of land. Using the average sale of lots per year, will give us an estimated lifespan of one acre of land.
 - Joyce asked if Jim could do an analysis of Tonry Section 5, based on available square feet, determine how many lots should fit and compare the estimate/calculated value to our actual usage and planned lot usage. Jim will provide at next meeting.
 - Team discussed driveway, walkways, in regards to materials (paved vs crushed stone vs grass), widths and layouts. Jim will provide a summary of other local cemeteries and how they are laid out. Jim will also interview a funeral director (his cousin) to understand what type of layout works best.
 - Agreed to utilize our next meeting on August 8th to focus only on the new future cemetery. Joyce will invite Doug Finan to that meeting since he has experience being a former cemetery trustee and member of planning board.
 - Skip created and shared the list of names of residents of the Brentwood Poor Farm from 1841 to 1868. He is trying to use this list to create a list of possible names of the uncovered remains.

- **Motion** to adjourn by Jillian, Skip 2nd.

Next meeting Thursday, August 8th at 5:00PM