

Cemetery Trustee Meeting Minutes

September 5, 2024

- Meeting opens with Joyce Keegal, Jim Hajjar, Albert “Skip” Belanger, Jillian Benedix present. Letty Bedard attended to assist Jillian with website. Inez MacNeil Fabiano also attended to discuss an issue with Trustees.
- **Motion:** Jillian, 2nd by Jim to have Skip as voting member
- **Motion** by Jillian, 2nd by Skip to accept the August 8th meeting minutes with two changes. “sworn in” to “approved” and “NH Old Graveyard Association” to “NH Cemetery Association”. Jim will update the website.
- **Cemetery Activity**
 - **Web page - Jillian** and Letty to post the new rules and regulations to cemetery website with link to new document on both the Cemetery Trustee and Cemetery pages.
- **Other business**
 - **Mapping** update - Many cemeteries in the GIS are not logged in the same way. Jim created a list of all known cemeteries and will identify the exact location of cemetery (GPS coordinates), if the cemetery is in GIS properly, and the size of cemetery (acres). Goal will be to work on getting all cemeteries properly identified in GIS. This will be a long-term process worked by Jim, Skip, and Joyce. Joyce also recommends updating the NHOGA burial sites database with whatever information we gather on town cemeteries.
 - **Monument size** – Ms Fabiano asked the Trustees to clarify the maximum size of a monument that can be placed on a single lot. Per rules/regs, the maximum size of base is 2ft x 1ft. Ms Fabiano was concerned that the monument over her husband’s lot would be dwarfed by the existing monument on her son’s adjacent lot. She had been incorrectly informed by a monument company that our regulations had recently changed, making monument sizes smaller. We assured her that our regs had not changed and that she could put a similar monument over her husband’s lot.
- **Future Planning, calendar**
 - **Rules & Regs** Jim will update Rules and Regulations with the two minor changes suggested by Skip. Add the definitions from the “blue book” and remove the verbage regarding geographic midpoint in section 10.
 - **Resignation** – Justin Kane officially notified the Chair and Superintendent that due

to job conflict, he was resigning as Cemetery Trustee. Per RSA, the Select Board appoints a replacement for the remainder of Justin's term (ends March 2025). Trustees will send note to Select Board at end of month suggesting a replacement.

- **Poor Farm** – Joyce said there is a lot of activity at State with goal of re-internment in October. State will send letter to Town authorizing the remains to be relocated from State to Town of Brentwood. Letter will be sent to Town Administrator. Jillian and Joyce will have follow up meeting with Sanborns regarding new Poor Farm Cemetery asking if Jim and Skip can go out and ascertain the GPS coordinates of the cemetery boundary. Mark Kennedy from planning board stated we need to place a steel pin every 150' and provide the GPS location of those pins to planning board to get deed and GIS map updated.
- **Requirements for Future New Town Cemetery Presentation**
 - **Discussed** next steps. Jim stated he updated presentation with proper cover page and added our Cemetery Trustee Town logo to pages. Jim will present this to the conservation committee on 10/9, the planning board on 10/17, and the select board on 10/22.
- **Motion** Jillian second by Jim to adjourn at 6:40PM.

Next Meeting is a special budget meeting on Thursday September 19, 2024