

Cemetery Trustee Meeting Minutes

June 5, 2025

- The meeting opened at 5:02PM with Jim Hajjar, Joyce Keegal, Skip Belanger, and Caleb Labbe present. Jillian Benedix had an excused absence. This meeting was broadcast on the Town of Brentwood YouTube Channel
- Motion by Jim, second by Skip to have alternate Caleb Labbe be a voting member for this meeting. Unanimously approved.
- **Signed light bill** – Jim, Caleb, Skip signed electric bill.
- **Signed one deed** for a lot that was sold
- **Motion** by Skip, 2nd by Caleb to accept the May 1, 2025 meeting minutes as presented. Jim will remove draft and update the website with approved minutes.
- **Financial Review**
 - **Memorial Day Flowers** – Joyce shared that the flower prices were \$6.75 each this year.
 - **Perpetual Care** – Joyce reviewed the process of working with the Trustee of the Trust Funds to provide maintenance services on perpetual care lots in our cemeteries. Jim commented that he had recently reviewed all town trust and capital reserve funds with the Trustee of the Trust Funds and she commented what a good job Joyce does managing the many perpetual care trust fund accounts. Joyce also informed us that the FY2024 perpetual care use was much lower than FY2023 only because the mowers didn't finish up until December and by the time billing was received, it was too late to account for it in 2024. The payments will be made in FY2025 which is totally acceptable for perpetual care trust accounts.
 - **Cemetery Budget** – Reviewed the latest budget report. Joyce informed us that since her work hours in town have been reduced, she is no longer eligible for NH retirement benefits. Jim will ask Andria if we can simply move the remaining NH retirement budget appropriation dollars to the land maintenance appropriation line. This should help offset the \$1000 reduction in land maintenance that was implemented by the select board.
- **Poor Farm Cemetery** – Joyce investigating having licensed land surveyors to properly define the cemetery boundaries and get the GIS maps updated. She also is working with Wayne in Brentwood DPW to have loam spread on the lower portion of the cemetery for the purpose of planting grass seed. Skip mentioned installation of proper markings to delineate the cemetery from the surrounding woods. Jim mention possibly utilizing black

aluminum fence posts with black plastic chains.

- **Cemetery Activity**
 - **Memorial Day** – Reviewed Memorial Day service that was successfully completed. Jim thanked both Joyce and Skip for their amazing efforts in making such a beautiful event happen in our Town.
- **Future Planning and Calendar**
 - **Future Town Cemetery** – Jim stated that Rob Wofchuck is proceeding with the legal documents to transfer the two properties of South road from the current owner to the Town of Brentwood with the primary purpose of a future town cemetery. Joyce had conversations with the Town Planner and the Kingston Cemetery Sextant. There was a lot of discussion regarding how to legally proceed given that the new cemetery would span two lots of land, one in Brentwood and one in Kingston. Mark Kennedy from Planning Office stated there are two options, one is to see if a cemetery is allowed per Kingston zoning on the portion in Kingston. The other approach is to try to get the town boundary line moved so that both lots would be part of Town of Brentwood. Jim will follow up with town legal council and NHMA to get more information. Once a decision is made, our select board will send a letter of intent to the Kingston select board.
 - **DAR Stone Cleaning** – Joyce has this scheduled for Saturday, June 21st at 9AM. The event is open to the public. Joyce will work with Laura Hajjar from DAR to advertise this event.
- **Any Other Business**
 - **Possible Historic Cemetery Discovered** – Skip shared that he had conversations with Walter Small who used to reside at 399 South Road. Walter stated that he recalled there being headstones on his property. Through the historic society records (1859 property map), Skip found that at one time Jeremiah Bean owned that property and that perhaps this was a cemetery for his children. Skip will contact the current land owner (George Koch according to Brentwood town records) and see if there are any headstones present on the property.
- **Motion** Jim second by Skip to adjourn at 6:10 PM.

Next Meeting is rescheduled to Thursday, July 10th, at 5PM at Town Office (as first Thursday is July 3rd)