

# Cemetery Trustee Meeting Minutes

## September 11, 2025

- The meeting opened at 5:00PM with Jim Hajjar, Joyce Keegal, and Jillian Benedix present. Elaine Lynch had notified the chair of her absence. This meeting was broadcast on the Town of Brentwood YouTube Channel
- **Signed light bill** – Jim, Jillian, and Skip signed electric bill. Reviewed rates from previous bills to verify that our FY2026 budget request for electricity is valid.
- **Signed one deed**
- **Motion** by Jillian, 2nd by Skip to accept the August 7 meeting minutes with one change of “Fun” to “Fund”. Jim will make the correction, remove draft and update the website with approved minutes.
- **Financial Review**
  - **Cemetery Budget** – Reviewed the latest July YTD budget report. Cemetery budget looks good and expenditures to date are as planned. Reviewed the FY2026 cemetery budget request to be submitted to select board. Electricity went from \$300 to \$350 based on rate increase in delivery charge. Set land maintenance back to \$2000 (select board reduced this line by \$1000 last year) based on maintenance work and additional effort required to maintain the new Brentwood Poor Farm Cemetery. Jillian motion/Skip second to accept budget with proposed updates and submit to select board.
- **Cemetery Activity**
  - **Bundzinski Funeral** – Joyce informed us there is a funeral on Saturday September 13 at 1PM. She posted this on Facebook and town website. She also notifies Brentwood PD if a large funeral is expected.
  - **Fall Projects** – Joyce painted gates at Veasey with rust converter paint. Will try to do Tonry if possible. Has done minimal stone cleanings due to concern over drought condition effect on well water.
- **Old Business**
  - **Poor Farm**
    - **Final Proof of marker** – Updated “lies” to “lie” on proof and keep the “...” after “here lie remains known only to God...” Motion Jillian, seconded Skip to approve final proof with single change (remove “s”) and submit order to vendor. This should allow plaque to be installed before cold weather is here.

- **NH Graveyard** – Joyce will ask if there is anyone with experience with GIS mapping and surveying
  - **Final clean up/plantings** – Agreed to wait until fall to have Wayne spread loam and do plantings.
- **Future Planning & calendar**
  - **Future New Town Cemetery**
    - **Wreaths Across America** – Joyce stated that it is scheduled for Saturday December 13<sup>th</sup>, theme is “Keep Moving Forward”. Joyce will present at Three Ponds to try to increase awareness. Joyce will check with Brentwood Historic Society to see if there are any events where she can attend as well.
- **Any other business**
  - **Reviewed and update Superintendent Roles and Responsibilities document** – Jim will update the document and create an official draft version that can be approved by the trustees at next meeting.
  - **Reviewed and update Clerk/Bookkeeper Roles and Responsibilities document** Jim will update and create an official draft that can be approved at next meeting.
  - **Review Rules and Regulations** – Skip would like to review latest R&Rs with possible additional policy statements
  - **Green Burials** – Joyce informed us that there is new legislation regarding green burials in NH. She will forward info to the trustees for review and future discussion. We may want to inform our state representatives of the legislation and any suggestion the Trustees may have.
  - **Cemetery scattering of ashes** – Discussed whether ash scattering should be registered. The group seemed to believe that scattering in our public cemeteries should be registered. Scattering on private property does not appear to be under the purview of the cemetery trustees.
- **Other** – no other items discussed
- **Motion** - Jillian second by Skip to adjourn at 5:56 PM.

Next Meeting is rescheduled to Thursday, October 9<sup>th</sup>, at 5PM at Town Office. Jillian will reserve room