

# Cemetery Trustee Meeting Minutes

## May 7, 2026

- The meeting opened at 5:03PM with Jim Hajjar, Joyce Keegal, Jillian Benedix, Skip Belanger and alternate member Caleb Labbe present. Kathleen Wooten from the New England Quakers was present as a guest speaker. Doug Finan, Robin Wrighton, and Bruce Stevens were present as well. This meeting was broadcast on the Town of Brentwood YouTube Channel.
- **Signed light bill** – Jim, Jillian, and Skip signed electric bill.
- **Signed deed:** There was one deed (Mankins) that was signed by Trustees
- **Motion** by Jillian, 2nd by Skip to accept the April 9, 2026 meeting minutes as presented with corrections (typo and extra spacing). Jim will make correction, remove draft, and update the website with approved minutes. Joyce will verify the wording on “Waiver of Rights of Disposition” form.
- **Financial Review**
  - **Cemetery Budget** – Reviewed the current YTD actual expenditure report. Verified that Jillian had corrected (removed) the \$680 expenditure in the 25-700 C/M Land Maintenance (there was a refund for expenditure from cemetery maintenance fund due to buyback of lot)  
The 25-230 C/M NH Retirement account is no longer showing any debits/credits (account was updated after correcting the payroll system)
- **Cemetery Activity**
  - **Firefighter Flags** – Joyce stated the firefighter flags are all up.
  - **Dirt Work** – Repairing lawn from skid marks from plowing during winter
  - **Cemetery Opening Tasks** – Mowers are in town, Ladd is done and looks good. Water will be on soon. Signs are all set. Mowers will be working this week.
- **Old Business**
  - **New Cemetery** – Jim reported that he did not get an update from Paul Kleinman on select board. He will follow up with Paul after he returns from his trip. Bruce Stevens informed the Trustees that the survey was completed. The deed matches the survey. Bruce also provided a copy of the survey marked up with the actual demarcations that Bruce and Doug Finan placed into the ground replacing the wooden stakes with steel markers. Bruce also informed us that the town had done an environmental survey and

the results concurred that there were no environmental issues with the properties. Bruce is hopeful that the deed can be completed by September 1, 2026.

- **Poor Farm Survey Update** – Reviewed the easement letter received from the Select Board. Joyce requested that we add “use existing driveway and existing trail” as marked on plan. The current version only shows “existing trail”. Motion by Jillian and second by Skip to approve the easement letter with the update saying “use existing driveway and and existing trail”.

Jillian will present the easement letter to the landowners and request they come to a future select board meeting so they can sign with the Chair of Cemetery Trustees and Chair of Select Board. This will also allow the Town to thank the landowners for their support on the project.

Once the easement is signed, the town attorney can officially add the easement to the property deed and the town can update the GIS map with the new cemetery easement. The Cemetery Rules and Regulations will also be updated to reflect the new Poor Farm Cemetery and stating that anyone who wishes to access the cemetery needs to contact the Superintendent.

Will schedule a work day on a Saturday or Sunday to perform Spring clean up and possibly request more loam be spread by Highway Department.

- **Cy Pres Update** – Joyce will try to setup a meeting where the Trustee of the Trust Funds meets with us on how to best proceed.

- **Future Planning & calendar**

- **Burial Ground(s)** – let’s get past Memorial day and update our schedule for cemeteries
  - **Deer Hill** – Try to identify location and any stones
  - **South Rd** – Bertie and Fellows stone. There are also two stones that say “Butch 8/7/1940” and “Liz 1953-1958”. Will try to identify whether or not these were pet burials.
  - **Lyford** – Near Rt 125
  - **Smith** – Rt 27 across from dragway. May have to check with Dave Mentor for exact location.
- **Police Week** – Tentative for Tuesday May 12, 2026 at Tonry. Joyce is working with Heather Arkell to finalize the service.

- **Memorial Day** – Monday May 25, 2026 at 8:00AM (rain or shine). Joyce informed us that she has invited a descendent (from Ohio) of a Revolutionary War patriot buried in the Cram family cemetery to be recognized at the ceremony. She also has scheduled the color guard.
- **DAR Stone Cleaning** – Had stick pick up at Tuck Cemetery. Cleaning will be Saturday May 30 at 9AM until noon at Tuck Cemetery. Joyce will have all supplies and will ask volunteers to bring water. Parking may be an issue.
- **Any other business**
  - **Quaker Cemetery Update** – Kathleen Wooten from the New England Yearly Meeting of Quakers spoke regarding the Brentwood Quaker Cemetery. She gave us a historic review of the Brentwood Quakers. The Brentwood Quakers eventually dissolved and moved on to Iowa and California. She has raised the question to the New England Quakers regarding the maintenance of the Brentwood Quaker Cemetery. She stated that it would be fine for the Brentwood Cemetery Trustees to provide basic maintenance of the cemetery. She will present this to the New England Quakers on Saturday May 9 and try to get a letter documenting the wishes of the Quakers in regards to maintaining the cemetery.
  - **Tuck Cemetery wall maintenance and Stone Cleaning** – Joyce informed us that the Tuck Cemetery wall was in pretty bad shape. There is a plaque in the stone that is also in rough shape. The Tuck Cemetery is owned by the descendants of the people buried there. The Town does not own the land; it is a private cemetery. There was some discussion on the responsibility for expending funds to maintain the wall of a private cemetery. Doug Finan mentioned the plaque is not owned by town, and we should be careful not to try to clean or remove the patina from the plaque (it was provided in 1938 by the great great great grandchildren of the descendants). Joyce will try to find a direct descendant and we can proceed with a plan with them.
  - **Thyng/Kimball/Morse (#23) tree maintenance** – Jim reviewed that the town gave approval to Wayne to remove the tree. The select board asked if the Cemetery Trustees would approve paying for the tree removal. Motion Jillian, and second by Skip to expend \$2800 from the Cemetery General Maintenance Fund for the cutting of two rotted trees from the wall of the cemetery. Jim will also remind the select board that in the future, the trustees should be asked and a vote taken to

expend before the actual cost is incurred.

- **Work Session** – We did not have time to work on this item. If we have time, we will continue completing the list at our next meeting.
- **Public Comment** – Doug Finan asked for a clarification on the lot buyback and Joyce gave him the details. The buyback was based on the original purchase price of the lots. Doug also asked about the easement to allow the town to access the poor farm cemetery. The cemetery land itself and the access (driveway and trail) is listed as an easement on the property deed. This was done per request of the town planner. Doug also asked about the name of the new cemetery off South Road. Bruce Stevens explained that he has asked the Brentwood Historic Society to provide an appropriate name. Jim stated that the Cemetery Trustees have not discussed a name, and that whatever Bruce Stevens agrees to is fine with Trustees.
- **Motion** - Caleb second by Skip to adjourn at 6:28PM. Next Meeting is scheduled to Thursday, June 4, 2026 at 5PM at Town Office. Jim will put on town calendar

ATTACHMENT – A

TOWN OF BRENTWOOD CEMETERY TRUSTEES  
WAIVER OF RIGHT OF DISPOSITION

1. PARTIES: Town of Brentwood, NH - Cemetery Dept,  
REPRESENTATIVE: ( \_\_\_\_\_ )  
DECEDENT: ( \_\_\_\_\_ )

2. RELATIONSHIP OF REPRESENTATIVE: ( \_\_\_\_\_ ) warrants and represents to the Town of Brentwood, NH - Cemetery Dept that the relationship between the REPRESENTATIVE and the DECEDENT is as follows:

\_\_\_\_ Spouse

\_\_\_\_ Next-of-Kin (Closest Living Relative - Daughter)

\_\_\_\_ Personal Representative of the Next-of-Kin with written authorization of Next-of-Kin to act on his or her behalf.

\_\_\_\_ Other:

3. AUTHORITY OF REPRESENTATIVE: ( \_\_\_\_\_ ) I warrants and represents to Town of Brentwood, NH - Cemetery Dept, that ( \_\_\_\_\_ ) I is the person or the appointed agent of the person who by law has the paramount right to arrange and direct the disposition of the remains of the ( \_\_\_\_\_ ) and that no other person(s) has a superior right over the right of the ( \_\_\_\_\_ ).

4. WAIVER OF DISPOSITION: ( \_\_\_\_\_ ) waives and relinquishes the right to make and/or approve all arrangements concerning the recovery, possession, relocation or disinterment of ( \_\_\_\_\_ ) remains, including cremated remains.

By signing this waiver, ( \_\_\_\_\_ ) is simply giving up any rights to direct the disposition concerning the recovery, possession, relocation or disinterment of ( \_\_\_\_\_ ) remains, including cremated remains. ( \_\_\_\_\_ ) hereby voluntarily relinquishes the right to have the urn moved or disinterred. ( \_\_\_\_\_ ) is giving up their authority to have the urn exhumed from its current location (e.g., a cemetery plot) in Tonry Cemetery, Brentwood, NH.

SIGNATURE OF REPRESENTATIVE: \_\_\_\_\_

DATE: \_\_\_\_\_

Notary Public: \_\_\_\_\_ Expiration: \_\_\_\_\_