



FINAL
GRANTHAM CEMETERY TRUSTEES
MEETING MINUTES
Teleconference Only
July 21, 2020, 6:30 p.m.

- I. CALL TO ORDER:** Trustee Chair C. Peter James called the meeting of the Town of Grantham Cemetery Trustees to order at 6:43 p.m. on Tuesday, July 21, 2020.

He read the following statement “As Chair of the Cemetery Trustees, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu’s Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically, and these reasons shall be reflected in the minutes.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor’s Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are providing public access to the meeting by telephone and other electronic means. Notice of the meeting was given, as required by RSA 91-A, and included details for participating in the meeting. Members of the public will be invited to speak and recognized by the Chair. If, at any time during the meeting, there becomes a problem with access please call 603-863-6021 or email at: info@granthamnh.net.”

Trustee Chair James continued by taking a Roll Call of those in attendance. He asked each member to state their presence and whether anyone else was in the room during the meeting, as is required under the Right-to-Know law.

PRESENT ON THE CALL: Trustee Chair C. Peter James, Trustee Warren Kimball, Trustee Ralph Beasley, and Board Clerk Emily Owens.

- II. REVIEW AND APPROVAL OF THE MINUTES FROM JUNE 16, 2020:** Trustee Beasley made a motion to approve the minutes from June 16, 2020, seconded by Trustee Kimball. *Unanimously Approved by roll call*

III. NEW BUSINESS:

A. Approval of Invoices: There was one invoice submitted by Legacy Landscaping for a total of \$250.00. \$75.00 for coordinating a monument and plot layout at Hilldale Cemetery and \$175.00 for the cremation burial of Raymond and Margaret Touchette. Trustee Beasley made a motion to approve the invoice from Legacy Landscaping in the amount of \$250.00, seconded by Trustee Kimball. *Unanimously Approved by roll call.*

B. Response from Sylvia McElreavy Newport Cemetery, Building, and Grounds Department: The Trustees received a response from Sylvia McElreavy regarding

the Simon B. Harris gravestone. She does not have any history on Simon B. Harris and is just as perplexed about the situation as the Trustees. There are no records indicating that Simon B. Harris was ever buried in the Maple Street Cemetery, even though his name appears on a shared gravestone. Chair James called the Office of the Attorney General for guidance on what to do with the stone. They will ask around and get back in touch with Chair James.

- C. **Cemetery Trustees Policy Manual:** Board Clerk Owens reached out to the NHCA asking if they have any template policy manuals. They provided a link on their website with different resources. Board Clerk Owens will review the material and find one that meets the needs of Grantham as a starting point for the Trustees.

IV. OLD BUSINESS:

A. Fisher Cemetery:

1. **Simon B. Harris** – Reviewed under New Business
2. **Plaque** – Placed on hold until next Spring due to COVID. Chair James thought that the plaque could be made in advance and a picture put in the Town Annual Report.
3. **Granite Posts and Chain Fence** – Placed on hold until next Spring due to COVID.

- B. **Research Concerning Ground Probing Radar:** Trustee Chair James continues to look for a local company. Trustee Kimball provided Chair James with a possible company that previously did that type of work. Chair James will reach out to the company.

- C. **Cemetery Condition Update:** Trustee Kimball has reached out to local stone masons for a price and proposal on rebuilding the wall at Memorial Cemetery.

- D. **Discussion Concerning Sexton Appointment:** It was agreed that Trustee Kimball will invite Warren Legacy to the next Cemetery Trustee's meeting on August 18th.

- E. **Cemetery History:** This item is tabled until the pandemic issue is resolved.

- F. **Review Regulations:** This item is tabled until the pandemic issue is resolved.

- V. **ADJOURNMENT:** There being no further business, a motion was made by Chair James to adjourn, seconded by Trustee Beasley and approved unanimously by roll call at 7:00 p.m. The next Trustee meeting is scheduled for August 18, at 6:30 p.m.