



FINAL
GRANTHAM CEMETERY TRUSTEES
MEETING MINUTES
Teleconference Only
June 16, 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 6:40 p.m. on Tuesday, June 16, 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 MAY 19, 2020:** Trustee Beasley made a motion to approve the minutes from May 19, 2020, seconded by Trustee Chair James. *Approved by roll call (2, 0, 1), Trustee Chair James Aye, Trustee Beasley Aye, and Trustee Kimball abstained because he was not present for the meeting.*

III. NEW BUSINESS:

- A. Approval of Invoices:** There were three invoices submitted by Legacy Landscaping. The first, \$35.00 for the sale of one cemetery plots to Wilfred and Jean Reney. The application was received May 27, 2020 and the deed was recorded June 1, 2020. Sexton Legacy indicated the lot purchased was F132 in the Grantham Memorial Cemetery. The second, \$50.00 for the plot layout of Myron Cummings. The third, \$50.00 for the plot layout of Eugene Barton (Doodle). Trustee Beasley made a motion to approve the three invoices from Legacy Landscaping in the

amount of \$135.00, seconded by Trustee Kimball. *Unanimously Approved by roll call.*

B. Perpetual Care Fund Use: The Trustees are looking into using perpetual care funds to maintain the cemeteries. Trustee Chair James believes that the care funds can't be used to repair the roads or the walls surrounding the cemeteries. He will see if Terry Knowles, the former Assistant Director of the NH DOJ's Charitable Trusts Unit, can answer some questions.

C. Cemetery Conditions: Trustee Chair James shared pictures with the Cemetery Trustees regarding the condition of Memorial and Hilldale Cemeteries. Trustee Beasley had an idea that the Trustees should visit all the Town cemeteries each year, after winter has passed, to evaluate each cemetery's condition.

1. Memorial: Wall and Signpost – The stone wall surrounding Memorial is starting to come apart, in numerous places, and needs to be repaired. Trustee Kimball will ask some local stone masons for a quote to repair the wall. The signpost has cracked, and it appears to previously have been repaired.

2. Hilldale: Gravestones – The gravestones in Hilldale experienced a rough winter, numerous stones have broken, some that had been repaired previously. Using a map of the cemetery, the gravestones will be noted, and the Trustees will investigate using perpetual care funds for some of the stones. Trustee Chair James noted that some of the gravestones are leaning or cracking. He wanted to level and repair these stones prior to them breaking. The Trustees agreed this was a good idea.

D. RSA 289:6 Bookkeeper: Trustee Chair James discussed the RSA requirement for one of the Trustees to be the Bookkeeper on record and delegate the responsibilities of recording the plot deed to the Board Clerk. Trustee Chair James made a motion to appoint Trustee Beasley the Bookkeeper, seconded by Trustee Kimball. *Unanimously Approved by roll call.* Trustee Beasley accepted the position and asked Board Clerk Owens to continue performing the duties.

E. Discussion Concerning Sexton Appointment and Term of Office: Trustee Chair James and Trustee Beasley attended the Municipal Trustee Training June 10th and 11th online, offered by NHMA. They shared a discussion around appointing a Sexton for a set term of office rather than an open-ended term of office. The Trustees would like to appoint Warren Legacy to the position. Trustee Kimball agreed to have a discussion with Warren Legacy to find out his plans and get his input on the appoint. Trustee Beasley discussed the need for a Cemetery Trustee Policy Book, Trustee Chair James agreed, and asked that this item be added to the Agenda.

IV. OLD BUSINESS:

A. Fisher Cemetery:

- 1. Simon B. Harris** – Simone B. Harris' gravestone was discovered in the Fisher Cemetery. The stone was not there when the Trustees took a tour the previous year. Trustee Chair James thought someone may have left it there, so they were not illegally holding a stone because Simone B. Harris is buried in Newport, NH. He requested that a letter be sent to the Newport Cemetery Trustees for them to decide if they want the stone back. Board Clerk Owens will put together a letter for Trustee Chair James to review.
- 2. Plaque** – The Trustees are still interested in placing a plaque at the cemetery, but this item is on hold due to the current budget freeze.
- 3. Granite Posts and Chain Fence** – Trustee Chair James is researching ground probing radar, prior to placing the fence and posts around the cemetery.

B. Research Concerning Ground Probing Radar: Trustee Chair James called the number from the internet and it appears the company is in West Virginia. He will continue to look for a local company.

C. Cemetery History: The Trustees discussed the lack of adequate documentation concerning perpetual care funds and the next steps in being able to access the funds. Trustee Beasley thought the next steps were to document the audit in 1987 and attempts made by the Trustees in 1987 to find additional supporting documents. Then, he thought the material should be given to the NH DOJ's Charitable Trusts Unit for them to advise the Trustees. The Trustees agreed on this course of action.

D. Review Regulations: This item is tabled until the pandemic issue is resolved.

V. ADJOURNMENT: There being no further business, a motion was made by Trustee Kimball, seconded by Trustee Beasley and approved unanimously by roll call to adjourn at 7:15 p.m. The next Trustee meeting is scheduled electronically for July 21st, at 6:30 p.m., electronically.