

Meeting of the Deerfield, New Hampshire Cemetery Trustees

Draft Minutes – February 15, 2017

Present: Don Watts, Don Tordoff, and Dana van der Bijl

Guest: John Harrington, Deerfield Town Administrator

Meeting called to order at 10:03 am

We began the meeting in the office of **new Town Administrator John Harrington**. He confirmed that our **budget** for next year is **\$5,000 more than last year**.

Mr. Harrington suggests that we **prioritize which cemeteries need attention** first, and to what degree. We should get quotes for necessary brush maintenance, stone work, and tree work. He recommends cataloging everything as clearly as possible (before/after) to use in the future. He thinks **before and after photos** would be something they can showcase on the Town of Deerfield's Facebook site, and also offered it as a venue for sharing important information.

Mr. Harrington will provide the committee with a **waiver form for volunteers** as well as an **in-kind donation form** for tracking the value of work done on volunteer projects.

We discussed the **crediting of interest to the committee's trust funds** and Mr. Harrington will be in touch once the information is available.

Mr. Harrington will also let us know how we can go about **adding an expenditure line** for association memberships/training reimbursement to committee members.

After thanking Mr. Harrington for his time, the meeting continued in another room with only the three trustees present.

The board discussed the **upcoming election** and the fact that nobody signed up to run for the seat that will be vacated by Don Tordoff. The board will work to find a write-in candidate.

Dana will sign up all three trustees for the **DOJ Charitable Trust training session** as soon as the information becomes available.

Don Watts will follow up with John Harrington regarding **whether the trustees or the town is responsible for tree care**.

Meeting adjourned at 10:45 am

Next meeting: 10:00 am on **March 29th** at **GB White Building**

Respectfully submitted by:

Dana van der Bijl