

# Meeting of the Deerfield, New Hampshire Cemetery Trustees

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## DRAFT MINUTES

July 19, 2023

**Present:** Rick Druckenmiller, Dana van der Bijl, and Phil Bilodeau, Ron Harvey, Jenny Wellington **Absent:** Maureen Mann

**Citizens Present/Citizen Comments:** None

Meeting called to order at **9:30 am**.

The board **voted unanimously to approve the minutes** of the **May** meeting.

No progress has been made putting up the **fallen monument in Dearborn F-05**. Phil has been following up with **Hall Monument**. The constant rain has made outdoor work difficult to schedule.

The tree is still on the wall (storm damage) at **B-12 Fellows-Sanborn**. **Gary Sanborn** has volunteered to cut up the tree and **Mark Young** was going to haul out the debris. **Rick will call Mark to ask about it**.

The trustees discussed how to best enforce the usage of cornerstones when plots are sold. Per our own rules, ***"Initialed cornerstones must be placed on each lot by a qualified monument company within 90 days of lot purchase."*** We should come up with a handout to provide to Pete to be distributed whenever a transaction is made, highlighting the rules and providing vendor information.

**Jenny and Ron** have been working on the specs for the columbarium RFQ. The board had a conversation about the pros and cons of having the columbarium and foundation on separate RFQ/contracts. **Pros:** Local company for the foundation keeps dollars local. It may also be less expensive that way. **Cons:** If something would go wrong with the foundation UNDER the columbarium, we would have to involve two companies instead of just one company being responsible for the project. Consensus was that we would go with one contract/RFQ. They will **send to John Harrington** and ask what the procedure is, including our **questions regarding the legality of the trustees soliciting bids from specific companies**.

Rick reported that **Mark Young has laid out the urn garden plots in Old Center Cemetery**. Phil will go over to check it out.

**Ladd B-03 and Philbrick B-04** on Stage Road near the fairgrounds are very overgrown. We will check into it.

The board voted unanimously to allow Barry Brearley to procure and install a small **bench in the Ladd A-05 cemetery** to honor his wife, Gay. Phil will let notify Barry of the decision and offer guidance if needed.

Phil has had inquiries from people regarding **volunteering**. Jenny suggested a **handout for interested volunteers**, detailing what they can do, can't do, and when to call for help. Dana will make a sheet and circulate to the group for collaboration.

**Dana and Phil** visited Kelly Roberts at the town office to discuss **burial permits and cremation certificates**. Dana will **digitize the current collection**. Moving forward, Kelly will provide the trustees with copies of anything the town receives.

Dana reported that the **rules and regulations have been updated** on the town website to reflect changes made at recent meetings.

The group discussed the **2024 budget** at length. It was decided that it is time to account for the 28 additional town-owned cemeteries within the budget itself. **The group unanimously voted to submit a budget totaling \$113,901 for 2024.** Dana will forward the required worksheet to John Harrington with backup materials.

The **next meeting** will be on **AUGUST 24<sup>th</sup> at 9:30 am** at the George B. White Building. This deviates from our usual meeting date by a few days due to scheduling conflicts that would have led to a lack of quorum.

**Meeting adjourned at 10:55 am.**

Respectfully submitted by:

Dana van der Bijl, Secretary