

# Meeting of the Deerfield, New Hampshire Cemetery Trustees

## DRAFT MINUTES

February 8, 2021

**Present:** Rick Druckenmiller, Dana van der Bijl, Sam White, Tina St. Peter, and alternate Maureen Mann

**Absent:** Paul Murphy (attempted to join the meeting but had technical difficulties)

**Guests:** John Harrington and Pete Lemay

The board welcomed **Town Administrator John Harrington and Town Bookkeeper Pete Lemay** to discuss the **process for selling cemetery plots**. Prior to Mark Young's departure from his role as Cemetery Supervisor, he would receive all calls and assist the public with selecting a plot. Once the paperwork was completed and turned in, Pete would collect the payment for the plot/fees and file the appropriate paperwork with the NH Registrar of Deeds. When that was complete, it was signed by the select board and a copy was sent to the plot owners.

Since Mark left, we have been without a supervisor and the trustees have been filling in as much as possible, but much of the paperwork and dealing with the public has fallen to Pete. This is not sustainable. The trustees appreciate the help Pete has given them, but all agree that a new superintendent must be hired as soon as possible.

**Per RSA 289:7-II**, *"Cemetery trustees may appoint a cemetery custodian or sexton who **shall not be a trustee** and who shall be responsible to the cemetery trustees for supervising work done in the cemeteries."*

Rick reported that he had since spoken to Mark Young, who has agreed to return to his previous cemetery supervisor duties for an adjusted amount. The trustees are delighted by this news and look forward to meeting with Mark at the next meeting to negotiate a contract. Rick will ask Mark to present a detailed job description to board members at this meeting.

Maureen reported that Paul will not be running for reelection, and that she had recruited Phil Bilodeau to run for the upcoming empty position. She would like to remain on as an alternate.

Rick will speak to **J. Messina** to find out the status of the tree removal at **Parade Cemetery**. Messina had acquired permission from the surrounding landowners and was waiting for the ground to freeze before starting the work.

**The next meeting** was set for **Monday, March 8<sup>th</sup> at 9:30 am** via Zoom.

Respectfully submitted by:

Dana van der Bijl, Secretary