

Minutes of Meeting Nelson Cemetery Board Monday, April 15, 2024, 3:30 PM

Members Present: Elaine Giacomo, Harry Flanagan, Linda Cates, Al Stoops, and Laurie Smith.

Elaine called the meeting to order at 3:35 PM.

Next Meeting

Monday, May 20, 3:30 PM, in the lower level of the Library. Laurie will reserve the room.

Review of Minutes

Minutes of the March meeting were approved. The minutes were signed by the members present at that meeting and Laurie will deliver them to Karen. Elaine will email Edie a copy of the minutes.

Review of Last Month's To-Do List

Elaine

- Emailed the February minutes to Edie.
- Has been in touch with the Select Board, Edie, and Terry Knowles regarding the Munsonville Cemetery problem. See full discussion below.
- Gave Amy Whitney & Gary Robinson the go ahead to trim trees along the stone wall and told them to work around the piles of gravel.
- Did not coordinate with Harry to ask Mike Tarr to help straighten the Cemetery 2 gate. Harry will follow up.
- Did not ask John Bunce if he would be willing to take down the old maple tree in the Munsonville Cemetery in exchange for the wood. She will do this.
- Prepared and circulated the agenda for the April meeting.

Harry

- Did not coordinate with Elaine this month, but will ask Mike Tarr to help straighten the gatepost to Cemetery 2.
- Has a phone call in regarding if veterans can receive funeral assistance.

Al

- Installed a water bar in the Munsonville Cemetery.

Laurie

- Delivered the signed February minutes to Karen.
- Did the March minutes.
- Posted the April meeting.
- Arranged an expenditure report. See discussion below.
- Contacted Peterborough Marble & Granite regarding repair of the Harris fence. See discussion below.

Munsonville Cemetery Update

Elaine gave us a copy of an email to Terry Knowles in which she details the steps proposed to deal with the Munsonville Cemetery problem.

One bit of good news is that the original approval by the Town to accept the Cemetery and Trust funds still stands and does not have to be redone. We do not have to wait for the next Town Meeting.

The plan is, with Gary Kinyon's help, to start up a new Munsonville Cemetery Association consisting of Cemetery Board members, complete the transaction and then disband the Munsonville Cemetery Association.

Update on Harris Family Plot

Laurie spoke with Peterborough Marble & Granite and got the name of a fellow in Milford who is interested in restoring the fence. He wants to come and have a look at it.

Laurie got the email address of a Harris family descendent from Erin Hammerstedt of Historic Harrisville. She will draft an email to her and circulate it to us prior to sending. It will say the fence is in disrepair, how much we value the fence, how much it adds to our historic cemetery and gently remind them that it is their responsibility and ask them how they want to handle it.

Michael Shawver Maintenance Bid

Elaine passed out copies of Michael Shawver's bid for 2024. It is exactly 5% higher than last year. Elaine prepared an updated Statement of Work to reflect a deadline for the submission of invoices. Next year we will change the address of the cemeteries to Lead Mine Road from Cemetery Hill Road.

Expenditure Report

The only expenditure to date is \$288.53 for the Munsonville sign. It's classified as Maintenance/Contracted Services, and we wondered if that is correct since it's the purchase of a new item. Laurie will ask Edie.

We would like to see a monthly expenditure column as well as a year-to-date column.

New Cemetery Design

Linda asked that now the funds for the new cemetery design have been approved, are we ready to proceed? We agreed that we are. Linda will contact Grever & Ward to find out what the next steps are. Then she will consult with Laurie and Al.

Rick Lothrop's Burial

Rick Lothrop's service and interment will be on Saturday, April 27. Al and Harry will attend.

Elaine will ask Michael Shawver to be sure the area looks good, and the hole is dug. Al will open the gates of both cemeteries. If we are not satisfied with the condition of that area of the cemetery prior to the service, we will get together and clean it up.

Crypt Keeper Software

We watched a 15-minute video describing the features of Crypt Keeper software. We all liked it. It's only \$60 a year. Linda will sign us up and find out the charge for them to upload our information from a spread sheet.

New Hampshire Cemetery Association Meeting

Elaine, Linda, Al, and Laurie are attending the April 18 meeting. Elaine will drive. We will meet behind the library at 7:45 AM.

Other Business

Elaine mentioned again that she wants to clean the monument in front of the church. Laurie and Al will help.

Having no further business, Elaine adjourned the meeting at 4:40 PM.

Respectfully submitted,

Linda Cates for the Nelson Cemetery Board

MAY TO-DO LIST

Elaine:

- Email April minutes to Edie.
- Contact Michael Shawver regarding prep for Rick Lothrop's interment.
- Attend NHCA Meeting.
- Ask John Bunce if he would be willing to take down the old maple tree in the Munsonville Cemetery in exchange for the wood.
- Follow up on the Munsonville Cemetery issue.
- Prepare and circulate agenda prior to May meeting.

Harry:

- Contact Mike Tarr to ask his assistance in straightening the gatepost to Cemetery 2.
- Continue trying to get an answer regarding funeral assistance for veterans.
- Attend Rick Lothrop's service.

Linda:

- Do April minutes.
- Attend NHCA Meeting.
- Contact Greever & Ward to find out the next steps. Consult with Laurie and Al.
- Contact Crypt Keeper software.

Al:

- Attend NHCA Meeting.
- Open the cemetery gates.
- Get a flag for Rich Lothrop's grave.
- Attend Rick Lothrop's service.

Laurie:

- Deliver signed March minutes to Karen.
- Attend NHCA Meeting.
- Draft and circulate email to Harris family descendent.
- Reserve the room for the May meeting.
- Post official notice of May meeting.
- Get the monthly report of Cemetery expenses from Edie for the May meeting and clarify categorization of \$288.53 expense. Ask for both monthly and year-to-date columns on the report.