

**Minutes of Meeting
Nelson Cemetery Board
Monday, December 3, 2025, 3:30 PM**

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

Elaine called the meeting to order at 3:41 PM.

Next Regular Meeting: Monday, January 19, 3:30 PM, in the lower level of the Library. As the meeting is on Martin Luther King Day when the Library will be closed, the key will have to be picked up in advance.

Review of Minutes:

The November minutes were reviewed and approved as presented. The minutes were signed by the Board members present at that meeting. Laurie will deliver the signed copy to Karen and Elaine will email a copy to Edie.

Task Reports by Members:

Elaine:

- Emailed the approved October minutes to Edie.
- Talked to Mike Tarr and found out he still has time to do the road in the New Cemetery this year, weather permitting.
- Did not follow up with Catherine Boyd for information about green burials.
- Prepared and circulated the agenda prior to December meeting.

Harry:

- Got quotes from Wilcox and Hutchins tree companies about removing the tree in Munsonville, including stumping. See discussion below.
- Did not get quote from Peterborough Marble and Granite to repair headstones in Munsonville Cemetery.

Linda:

- Did November minutes.

Al:

- Did not get lime delivered and spread. We will do this in the spring.
- Did not develop list of all veterans in our cemeteries, but will work on this ongoing project..

Laurie:

- Posted official notice of December meeting.
- Got the key for the December meeting.

Unassigned:

- Laurie got the photo of Munsonville Cemetery sign as requested by Edie.
- Laurie got photos to Edie of the Cemeteries.

Unassigned:

- Did not track down members of the Melville family regarding repairs to the Melville tomb.

Discussion of Town Report Featuring the Cemeteries:

Laurie provided photos to Edie, including the photo Edie requested of the Munsonville Cemetery sign. Laurie also included photos of downed stones. We thought a collage of downed stones might

be interesting. Linda asked if Edie wanted photos of the Cemetery Board in action or just photos of the Cemeteries. Elaine is going to ask Gordon for the particularly nice photo of the entrance to the Old Cemetery that appeared in an edition of the Black Fly Express.

Laurie suggested to Edie that she might want to use photos of the headstones of some of our more famous residents. Edie asked us to supply some information about those people to go along with the photos. Linda will provide a photo of the stone of Helen Milbank, a World War II reporter and some information about her. That stone is in Cemetery 2 against the stone wall near the entrance to Cemetery I. Harry will provide information about Barney Quigley. Laurie will provide information on May Sarton and Olivia Rodham. Al will do Ralph Page.

Updates on the Munsonville Cemetery:

Harry got quotes for taking down, removing and stumping the tree in the Munsonville Cemetery. The quote from Hutchins Tree Service was \$2,050. The quote from Wilcox was \$1,000. We approved the quote from Wilcox and asked Harry to see if this could be done and paid for this year, as we have unspent funds in our 2025 budget for tree removal.

Harry was not in touch with Peterborough Marble and Granite about repairing headstones in Munsonville. Elaine will assume this task. Harry estimated there are about 15 headstones that need repair.

Updates on New Cemetery:

Mike Tarr was going to continue working on the road in the new cemetery, weather permitting, but the weather did not permit. We assume work is done for this year.

2026 Cemetery Budget:

We updated last month's draft of the budget to include additional items suggested by Laurie and adjusted some amounts based on discussion.

\$15,000	Mowing and Raking of the Cemeteries
\$6,500	Completion of Access Road in New Cemetery
\$6,000	Survey Plotting of New Cemetery
\$1,000	Development of Scattering Garden
\$3,000	Tree Removal/Pruning
\$4,000	Munsonville Headstone Repair
\$ 500	Headstone Cleaning Solvent
\$ 300	Office Supplies, Postage and Software
\$ 220	Membership, Travel, Workshops
\$36,520 TOTAL	

We discussed increasing the amount for "Completion of the Access Road in the New Cemetery." Laurie wondered if we should do the whole road now since it has been surveyed. We decided to stick with our original plan to do just a part of the road now and so did not change that amount.

We increased the line item "Tree Removal/Pruning" from \$2,000 to \$3,000. It now includes \$1,000 for liming and was renamed "Tree Liming, Pruning and Removal."

We changed the line item "Munsonville Cemetery Work" to "Munsonville Headstone Repair." That is the only work that we will do in Munsonville in 2025. There is also erosion remediation work to be done, but that requires more research before including it in the budget: what should be done, who could do it and how much would it cost.

"Office Supplies and Postage" was increased from \$120 to \$300 to allow for the purchase of the record keeping software, Crypt Keeper. The line item is now "Office Supplies, Postage and Software."

The budget is now \$36,520, of which we expect \$4,000 to come from the Munsonville Cemetery Trust Funds. Elaine will discuss this with Edie.

Elaine will take our revised budget to the Select Board.

Other Business:

Elaine reported that she has been contacted by a family that would like to inter their parents' ashes in the family plot. Elaine doesn't know if there is room in that plot and has been unable to get into the ACCESS database that Candyce Fulford developed that would include this information. Harry said he could get Candyce's phone number to Elaine so that she can call her.

Having no further business, Elaine adjourned the meeting at 4:48 PM.

Respectfully submitted,

Linda Cates for the Nelson Cemetery Board

JANUARY TO-DO LIST

Elaine:

- Email approved November minutes to Edie.
- Get photo from Gordon of the Entrance to Cemetery 1 and get it to Edie.
- Get an estimate from Peterborough Marble and Granite to repair 15 headstones in Munsonville.
- Follow up with Catherine Boyd for information about green burials.
- Prepare and circulate the agenda prior to January meeting.

Harry:

- Provide Edie with information on Barney Quigley.
- Ask Wilcox to take down the tree in Munsonville Cemetery this year and ask them for an immediate invoice.

Linda:

- Do December minutes.
- Take a photo of Helen Milbank's stone and get it and information on her to Edie.
- Send Edie photos of Barney Quigley and Ralph Page's stones.

Al:

- Get information on Ralph Page to Edie
- Develop list of all veterans in our Cemeteries.

Laurie:

- Get information on May Sarton and Olivia Rodham to Edie.
- Post official notice of January meeting.
- Get the key for the January meeting.

To Be Assigned:

- Track down members of the Melville family regarding repairs to the Melville tomb.