

**Minutes of Meeting  
Nelson Cemetery Board  
Monday, March 16, 2026, 3:30 PM**

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

Elaine called the meeting to order at 3:39 PM.

**Next Regular Meeting:** Monday, April 20, 3:30 PM, in the lower level of the Library.

**Review of Minutes:**

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

**Task Reports by Members:**

**Elaine:**

- Emailed approved January minutes to Edie.
- Did not yet prepare a page of our current prices for plots and cornerstones, but will get it to Karen this week.
- Did not yet arrange a date for Peterborough Marble and Granite to visit Munsonville. Will do a little later in the season.
- Searched for, but did not find, Paul Schillemat's floppy disk of graves in Munsonville.
- Contacted NHCA for suggestions of someone to lay out plots in New Cemetery, but has not heard back from them.
- Provided the exact date for the NHCA spring meeting, which is April 7.
- Did not follow up with Catherine Boyd for information about green burials; not a high priority.
- Reviewed the Catholic Cemeteries Rules and Regulations. (Comments below.)
- Prepared and circulated the agenda prior to March meeting.

**Harry:**

- Did not talk to Mike Tarr about finishing the road in the New Cemetery, but will do so.
- Did not follow up to get the new Munsonville Cemetery sign hung, but will do so.
- Confirmed that we have enough flags for Memorial Day. Suggests we buy 75 new flags next year.

**Linda:**

- Did February minutes.
- Asked Grever and Ward for suggestions for someone to lay out plots in New Cemetery. (Discussion below.)

**Al:**

- Did not yet arrange lime for April 16, but will arrange delivery for April 14 or 15.
- Did not yet develop list of all veterans in our cemeteries, but will eventually.

**Laurie:**

- Delivered the signed January minutes to Karen.
- Posted official notice of March meeting.
- Got the key for the March meeting.

**Everyone:**

- Because Michael Shawver is staying on this year, we will make a list of items for the Cemetery Maintenance job description at a later date.

- Because we have so much on the agenda for this meeting, we will review the Rules and Regulations at the April meeting.
- Cemetery workday, Thursday, April 16, 1:00 PM (Discussion below.)

#### **To Be Assigned:**

- We will look into getting a water tank for the New Cemetery this winter. There are no plantings to water yet.
- Track down members of the Melville family regarding repairs to the Melville tomb. Not a high priority, but remains on our collective To Do list.

#### **Linda and Laurie's Discussion with Dave Ward**

Linda and Laurie reported on their discussion with Dave Ward about how to mark the plots in the New Cemetery. Dave pointed out the section on the plans they prepared for us that shows how the plots should be marked. He explained that every section of (usually) 12 plots, will be marked with a letter and number marker in the lower left corner of that section. The other three corners of that group of 12 plots will be marked with a blank marker.

We asked who we might get to do that for us. Dave said we would need a surveyor. He said that Grever and Ward do this, but are too far away for it to be economical. He said marking the area that we discussed would take them one day and their fee is \$3,500 a day, plus travel time. He said we should get a local surveyor. It could cost up to \$5,000. Dave said to ask the surveyor for a final actual map because there are always some discrepancies from the plan. He said this is called a "sales map."

Dave emailed us photos of markers to be used and suggested that we get them from Andover Marker Company. That company is currently undergoing a change of ownership and delivery could take up to 12 weeks. He recommended using 4-inch round markers with an 8-inch spike. Dave said the cost is about \$6.00 for each marker.

#### **Authorization to Order Markers for the New Cemetery**

Laurie and Linda reported that the current price list from Andover Marker Company shows the markers cost \$6.55 each. The Board briefly discussed which sections to mark now and agreed to mark all the plots to the left of the new road in the cemetery and all the cremation plots along Lead Mine Road. We also agreed that the plots to the left of the road will be called Section A, except for the green burial plots which will be called Section G. The cremation plots will be called Section C.

We need the following section markers: A1 through A 22, G1 through G6, C1 through C16, for a total of 44 section markers. We also need approximately 126 blank markers, plus some extra to mark the section of the road that has been surveyed but is not being built now.

We believe the cost for the markers will be approximately \$1,190, plus perhaps shipping and handling. The Board passed a resolution that we can spend up to \$1,500 on markers for the New Cemetery. Elaine will request approval from the Select Board for this purchase.

#### **Hiring a Surveyor**

Laurie will discuss the work with Jon Buschbaum and get a quote from him. He is already familiar with the property and has previously dealt with the Grever and Ward plans. Laurie presented a draft letter to Jon Buschbaum which the Board okayed to send.

## **Record Keeping Software Options for the New Cemetery**

Laurie had earlier emailed us links to four software possibilities and asked us to check them out. The four are: Chronicle Lite, Crypt Keeper, Plot Box and CIMs. Chronicle Lite looks the most promising. It is \$20.00 a month. Everyone should take a look at it prior to further discussion.

## **New Hampshire Cemetery Association Meeting**

Elaine reported that the date of the New Hampshire Cemetery Association spring meeting is April 7. Laurie and Al will attend. Elaine and Linda are away, and Harry will not be attending.

### **Task List for April 16 Clean-Up:**

Al is arranging for the lime to be delivered a day or two in advance. Harry will bring his spreader. Al will borrow one from Gary Robinson, or Elaine may be able to borrow one from Mike Blaudschun.

We will spray the Revolutionary War Monument with 6% vinegar diluted with water. Wear gloves.

Elaine will get the heavy black plastic, 30 by 30 feet, to cover the scattering garden area.

### **Cemetery Rules and Regulations:**

Elaine reported that she reviewed the Catholic Cemeteries Rules and Regulations, which she said was extremely detailed. There are many rules relating to "lots," which is defined as ". . . more than one adjacent grave space," and recommended that we not have lots. Linda said that our current Rules and Regulations don't specify any preference to lot holders. Someone may buy a group of lots, but that doesn't give them any special privileges. Elaine will pass around the Catholic Cemeteries Rules and Regulations now that she and Laurie have read them.

Elaine suggested that Al and Laurie ask at the New Hampshire Cemetery Association meeting to see if they can get copies of some small towns' Rules and Regulations. We will discuss our Rules and Regulations at the April meeting. We should all review our Rules and Regulations prior to that.

### **Update on Sales and Inquiries**

Elaine reported that she continues to go back and forth with the Laughlins about the plots that have been reserved for them. They said they are going to proceed, but have not yet paid for them. Elaine will check with Karen.

Elaine reported an inquiry from a woman from Winchendon asking about a military plaque for Joseph Felt in the Old Cemetery. Apparently all four Felt brothers served in the American Revolution. Elaine will check to see if he has a military plaque. Al can add him to his list of veterans.

### **Cemetery Maintenance**

Elaine will talk to Michael Shawver about turning the field in the New Cemetery into a lawn. Continued mowing might accomplish this. She will also get the phone number of a guy who might be willing to be the gravedigger for us.

### **Other Business**

On her upcoming trip, Elaine will consider stopping by the Grever and Ward office and dropping off New Hampshire maple syrup for Dave Ward and Eric Keyes, who have been so helpful to us in developing the design of the New Cemetery.

**Having no further business, Elaine adjourned the meeting at 4:47 PM.**

Respectfully submitted,

Linda Cates for the Nelson Cemetery Board

## **APRIL TO-DO LIST**

### **Elaine:**

- Email approved February minutes to Edie.
- Request approval from the Selectboard for up to \$1,500 for markers for the New Cemetery.
- Possibly deliver maple syrup to Grever and Ward.
- Speak to Michael Shawver about regular mowing of a portion of the new cemetery.
- Get the phone number of a possible gravedigger.
- Get black plastic to cover the scattering garden and vinegar for clean-up day.
- Prepare a page of our current prices for plots and cornerstones.
- Arrange a date for Peterborough Marble and Granite to visit Munsonville.
- Check with Karen to see if the Laughlins followed up on their plots.
- Prepare and circulate the agenda prior to April meeting.

### **Harry:**

- Talk to Mike Tarr about finishing the road in the New Cemetery.
- Follow up to get the new Munsonville Cemetery sign hung.

### **Linda:**

- Do March minutes.

### **Al:**

- Attend the NHCA spring meeting on April 7.
- Arrange lime for April 16.
- Borrow a spreader for clean-up day.
- Develop list of all veterans in our Cemeteries.
- Add Joseph Felt to the list of veterans.

### **Laurie:**

- Deliver the signed February minutes to Karen.
- Get a quote from Jon Buschbaum to lay out the plots in the New Cemetery.
- Attend the NHCA spring meeting on April 7.
- Post official notice of April meeting.
- Get the key for the April meeting.

### **Everyone:.**

- Review the Rules and Regulations to be discussed at the next meeting.
- Cemetery Workday - Thursday, April 16, 1:00 PM
- Review the four cemetery record keeping software packages prior to the next meeting.

### **To Be Assigned:**

- Look into getting a water tank for the New Cemetery.
- Track down members of the Melville family regarding repairs to the Melville tomb.