

~~Unapproved~~Approved
Cemetery Trustee's Public Meeting Minutes
Monday April 8, 2013

Attendance: Trustee Chair Richard Snow, Trustee Fred Kelley, Trustee Carleton Robie, Trustee Amanda Soares, Trustee Dave DePuy, and Administrative Assistant Andria Hansen.

The Cemetery Trustee's meeting was called to order at 8:32 p.m.

Discussion with the Superintendent of Cemeteries: Trustee's Chair Snow called the meeting to order. He showed the audience the proof of posting. He noted that Superintendent of Cemeteries Jerry Becker had a list of questions that he wanted to discuss. Superintendent of Cemeteries Jerry Becker questioned why we have a Board of Trustees for the cemeteries when back in 2003 the town voted that the responsibilities of the Cemetery Trustees were the Board of Selectmen. It was approved at that time by a vote of the town and it has not been rescinded. The other issue is the job of the Superintendent of Cemeteries is to take care, manage and maintain the cemeteries and all of the records. This has been for 64 years. He mentioned two years ago there was a warrant article in to reinstate the Trustees and it was not passed. He questioned why they were having Cemetery Trustee meetings if the people of this town have voted to leave the Trustees of the Cemeteries as the Board of Selectmen. Still keeping the Superintendent of Cemeteries with all of his responsibilities of maintaining and doing the records, why is this changing? Trustee Robie said he was confused, the 2004 Annual Report says "we shall delegate the duties and responsibilities to the Cemetery Trustees to the Board of Selectmen". Superintendent of Cemeteries Becker said to look at the next page. Trustee Robie clarified that it was adopted. The Board of Selectmen is the Cemetery Trustees. Superintendent of Cemeteries Becker explained in 2010 there was another warrant article to reinstate in accordance with RSA 289:6 to have the Board of Selectmen act as Superintendent of Cemeteries. This warrant article did not pass by a vote of 59 yes's and 211 no's. This means they can't have a Board of Cemetery Trustee's separate from the Board of Selectmen. Trustee Robie stated we are the Board of Selectmen. Superintendent of Cemeteries Becker replied correct and why are we having separate meetings from the Board of Selectmen. Trustee Soares said if you look at RSA 289:6 it says every municipality shall elect a Board of Cemetery Trustees consisting of three members unless a town at an annual Town Meeting votes that it will consist of five members. It clearly states here that if it hasn't been changed then the Selectmen are the Trustees. Trustee Robie asked if everyone agreed that the Selectmen were the Cemetery of Trustees. It was the consensus of the Board that they were. Superintendent of Cemeteries Becker asked why they are having a separate meeting from the Board of Selectmen. Trustee Robie thought the Board of Selectmen act as the Board of Trustees for the cemetery. Superintendent of Cemeteries Becker asked why this has changed. Trustee's Chair Snow explained the statute changed in 1994 to say that the Cemetery Trustees has the responsibility for the care and maintenance of the cemeteries. Superintendent of Cemeteries Becker added unless you vote out the Superintendent of Cemeteries which that has not been done. Trustee's Chair Snow disagreed there has been no statute that exists for a duties and responsibilities for the Superintendent of the Cemeteries. You could be elected as an optional officer and there is no problem with that. Superintendent of Cemeteries Becker said it seems since he beat Trustee's Chair Snow out at the election you have been doing everything in your power to take over the responsibilities of that cemetery. The first thing was by withholding records from him and then turning around and doing things behind his back. He put in budget that he said the Superintendent of Cemeteries Becker talked

to the Board about. You just stated in the last meeting that if something comes in on the website regarding a burial you send it off to Jim Lindsey. Trustee's Chair Snow replied that he didn't say that. Superintendent of Cemeteries Becker and some members of the audience replied that he did. Trustee's Chair Snow clarified that he said if someone was doing gynecological research. Superintendent of Cemeteries Becker reiterated that is not what you said. Trustee's Chair Snow said if someone was looking for genealogical research he would forward it to Jim Lindsey and then it would go to the Town Clerk. Citizen Ingrid Byrd pointed out that Jim is not an elected official. Trustee's Chair Snow stated all of that is essentially irrelevant because in 1994 the legislature said we want to re-codify the statutes for cemeteries. Trustee Soares pointed out that the statute might have changed but the town vote didn't. Trustee's Chair Snow said the statute says that all operation and maintenance of all cemeteries owned and maintained by the municipality shall be in the charged of the Cemetery Trustees. He referred to the vote that was taken in 2003 where Neil Sieminski said we'll let the Selectmen be the Cemetery Trustees to service them during their term of office. Superintendent of Cemeteries Becker said this article was voted on by the townspeople not Neil Sieminski or the Board of Selectmen. Trustee's Chair Snow said he understood that but when Russ Seward came in and said I'm not going to do this anymore you're supposed to have Cemetery Trustees. He came in and talked to the Board, they put in a warrant article, and the town voted on it. The Selectmen shall serve as the Cemetery Trustees during the course of their term. They still have all of the duties and responsibilities that are incumbent in the statute for Cemetery Trustees. The Superintendent of the Cemeteries can be and the Board did vote to approve that Jerry Becker would be responsible for supervising the maintenance in the cemeteries. He felt that works fine and he doesn't have a problem with that. Superintendent of Cemeteries Jerry Becker noted Trustee's Chair Snow mentioned maintenance but who is taking care of the records. Trustee's Chair Snow stated according to the statute the book keeper does. Superintendent of Cemeteries Becker replied no. Trustee's Chair Snow replied that's what it says in the statutes. Trustee Soares read from RSA 289:7 Powers and Duties (see attached). She noted these are the only powers and duties the Board has. Trustee's Chair Snow said all of those things prepare the budget, expend the money, and take care of the records. Trustee Soares said he was incorrect it doesn't say take care of the records it says prepare the deeds. She said Trustee's Chair Snow was including records on his own accord and he should re-read the RSA. Trustee Robie asked who would keep the records. Trustee Soares replied the Superintendent of the Cemeteries. It is there job and they have been elected to it. Trustee's Chair Snow noted his responsibility is exactly what it says it is. Trustee Soares explained that he supervisors all of the work in the cemeteries. If he's putting in the plots and putting in the markers he would keep the records where everyone is. Trustee Robie asked if there was a job description for the Superintendent of Cemeteries. Everyone else has a job description in this town. Trustee Soares didn't think they had one. Superintendent of Cemeteries Becker said it hasn't been an issue with any of the past Superintendents who took care of the records. The issue hasn't been pushed until Trustee's Chair Snow decided that we needed to do this. Trustee Robie noted he didn't see former Superintendent's Mr. Seward's records but he saw Mr. Anderson's and it was a pile of paper. If we have someone organizing that pile of paper or trying to organize it with a land surveyor and a person that can do genealogy and get some kind of layout of our cemeteries; he would do everything in his power to work with that person to get the plot plans and the best documentation of our cemeteries we could. Superintendent of Cemeteries Becker replied that he has been working with Mr. Franklin and Mr. Lindsey on both of those things. He spent a whole day with Mr. Lindsey mapping out the cemetery. Mr. Lindsey has done GPS coordinates on the cemetery. He is not arguing the point of having something like this mapped out. Trustee Robie asked who organized having Mr. Lindsey and Mr. Franklin help on this project. Superintendent of Cemeteries Becker replied Trustee's

Chair Snow. Trustee Robie replied is that good. Superintendent of Cemeteries Becker replied yes it's a good thing and he has no problems with it. He explained that he has a problem with Trustee's Chair Snow telling the Board that they are working together on a budget and he just submit's a budget without asking him or taking stuff and using it on another departments and finding out later on. Trustee Robie noted now you have a liaison to go to if Trustee's Chair Snow is riding the lawn mower at Moore Park you can go to Trustee DePuy and tell him. Superintendent of Cemeteries Becker said this week Trustee's Chair Snow called him up and said we need to have a meeting to go over your budget and what you are going to do at the cemeteries. He told Trustee's Chair Snow that he had a liaison to go through. Superintendent of Cemeteries Becker said he did call Trustee DePuy about this. Trustee's Chair Snow said that was correct and what they have on the agenda for the Cemetery Trustees is that they need to lay out the overall plan and maintenance for the cemetery. They intend on doing that tonight. Then Mr. Becker Superintendent of Cemeteries can execute that plan. The liaison can be through Trustee DePuy and he didn't have a problem with that. Trustee Robie said they do this a couple of times a year and they have a new liaison let's see if they can move forward. Trustee DePuy noted that he did not have a chance to talk with Trustee's Chair Snow and he said that he would. He will talk with him and between the three of them hopefully they can make some progress. Trustee Soares said they have a Town Clerk and a Tax Collector that's elected and they don't have department overseers. Superintendent of Cemeteries Becker is an elected official and she did understand why we oversee this department. Trustee's Chair Snow said the reason you don't see that is there is a statute that relates to Town Clerks and one that relates to Tax Collectors. There is nothing in the statute that speaks about Superintendent of Cemeteries. He went on to explain this was the purpose of the legislature changing the statute to eliminate all of the problems that existed in the cemeteries. In 1994 they said they want to eliminate the problems that exist in the state of New Hampshire and they created a new set of statutes RSA 289. If you looked at the information that I have given you for the past couple of years from the training sessions done by the Attorney General's Office which is what drives him to say this is the way that Cemetery Trustees should operate. Then you would know that Superintendents of Cemeteries are not in the statutes. They certainly could be elected under the optional election portion of the statutes. Jerry could be elected and he doesn't have a problem with that. Superintendent of Cemeteries Becker replied that he was elected. Trustee's Chair Snow replied the Cemetery Trustees which are by the vote of the legislative body at the town meeting are responsible for the care and maintenance of the cemeteries. Trustee Soares understood what the Cemetery Trustees are for you have explained it numerous times. Her issue is the Board does not oversee elected officials and she didn't understand how they got into this mess with the Cemetery Department and Jerry is an elected official. Trustee Robie noted the trustees oversee the cemeteries. Superintendent of Cemeteries Becker asked if there has ever been any problem with the cemeteries. Trustee's Chair Snow said in the past there has been a number of problems, but not with Superintendent of Cemeteries Becker. Superintendent of Cemeteries Becker clarified has there ever been any problems with the Superintendent of Cemeteries. Trustee Robie said the only problem he saw was undocumented papers, not put together in a package which wasn't a problem for 25 years. He thought 125 years from now it's going to be a problem and they are working on trying to not have that problem. He's looking at three generations down the road. Superintendent of Cemeteries Becker said he has been working with Jim Lindsey. He noted any kind of a document that comes in for the cemetery a copy is kept in the town hall, a copy in the Clerk's Office, and copies are sent to Selectmen Snow and Jim Lindsay. Mr. Lindsey has been compiling a lot of information. Trustee Robie noted Mr. Lindsey is the only one putting this information together, otherwise it gets shoved in boxes and put away and no one is going to see it again. Superintendent of Cemeteries Becker asked if the Board

knew what he had for records and if they have seen some of the maps that he and Jim Lindsey have put together. Trustee Robie said the Board would like to see them. It should be something they bring to a Cemetery Trustee meeting especially if it is something new instead of bickering about cutting the grass. Superintendent of Cemeteries Becker asked who his liaison is. It was noted that Trustee DePuy was his liaison. Trustee Robie said he was missing the point. Superintendent of Cemeteries Becker asked why Trustee's Chair Snow still has his nose in the running of the cemeteries. Trustee Robie replied probably because Trustee DePuy didn't have a change to talk with Trustee's Chair Snow. Trustee's Chair Snow added he is a Cemetery Trustee and he is responsible for the cemeteries. Trustee Robie said through Trustee DePuy and you shouldn't be calling Jerry. He told Trustee Chair Snow to ease the tension a little bit and go through Trustee DePuy. Trustee's Chair Snow explained he called Jerry this week to see if he would be interested in talking and work things out. Trustee's Chair Snow said they need Jerry at this meeting to address some of the questions of the Cemetery Trustees. He would like to have a discussion with Jerry about what his concerns are. Citizen Janet Wilderman asked if the Board of Selectmen is the Trustees of the Cemetery then when are deciding issues decided on. Should those issues be decided at a Selectmen's meeting or a separate meeting? She thought this could be done at a Selectmen's meeting, because they make decisions for other departments i.e. Police, Fire, etc. They could add cemeteries to the departmental reports. Why make another meeting for them. Trustee Robie replied her question was legitimate, but it was done because the trustees never did anything. The Selectmen let the Superintendent compile his paperwork and the Selectmen kept sweeping it under the rug. Citizen Janet Wilderman said this is the Board's opportunity to change it. She questioned why this couldn't be added to the Selectmen's meeting and see if it makes a difference. They should at least try it and if it doesn't work they can go back. Former Selectman Rick Lazott said for years they took care of the cemeteries as the Board of Selectmen because it was part of their job per the state. They were the Cemetery Trustees without the title. They are creating another whole level of bureaucracy to do what we were doing before without the official title. They always did this in a Selectmen's meeting. They are just creating more problems than they need. Trustee Robie replied but we weren't doing anything. Mr. Anderson would come in and ask for a new lawn mower or a gas can and we would get it. Citizen Janet Wilderman asked when it was decided on at Selectmen's meetings or Trustee meetings. Trustee Kelley said at Selectmen's meetings. Former Selectman Rick Lazott said it was smooth enough then and the past Superintendents did their job without being micromanaged. He thought by having the Cemetery Trustee meetings they were micromanaging the Superintendent. Trustee Kelley said the object is that Jerry has a job to do maintaining the cemetery. This is his job. The Cemetery Trustees is the Board that is sitting here if there is a major decision to be made this Board has to make it. If Superintendent of Cemeteries Becker has a question he goes to Trustee DePuy and he brings it to the Board. Trustee's Chair Snow felt it was better to do it like this because it's going to take more time to do the things they need to do. He wants to establish in the minds of everyone at some point in time the Selectmen are going to say "I don't want to do this" and get real Cemetery Trustees. At that point they will have established the process and procedure in which they work. Superintendent of Cemeteries Becker said at that point in time you will have to put it to the vote of the townspeople. Trustee's Chair Snow understood and it is the process you use to get the Cemetery Trustees reinstated. He explained they have Cemetery Trustees that are the Board of Selectmen. They are attempting to do business. The discussion that has gone on about the records and stuff, he doesn't have a problem working with the Superintendent of Cemeteries but he disagrees that he is supposed to be doing the records certainly the deeds. The deeds belong to the Board of Selectmen. Superintendent of Cemeteries Becker clarified the Selectmen sign them that's all. Trustee's Chair Snow replied the deeds that are produced by Town Clerk Dupere are not consistent with the statutes. Superintendent of

Cemeteries Becker noted in 2009 Trustee's Chair Snow signed the deeds. In 2010 when he took over as Superintendent of Cemeteries you failed to sign every single one since then. Trustee's Chair Snow reiterated they are inconsistent with the statute. There were changes in there and we were in the process of getting it done. Superintendent of Cemeteries Becker said there weren't any changes. Trustee Robie thought if Trustee's Chair Snow was the Chairman of the Cemetery Trustees and you know there is a problem with the wording in our deeds for two years why haven't we gotten that fixed. Trustee's Chair Snow replied because the Selectmen haven't been interested in doing any of the work for the Cemetery Trustees. Trustee Robie replied if you asked us to do the work to fix the deed we would have done the work. If the Superintendent came in and told us to fix the deed they would have had the town attorney rewrite the deed and they all could have signed them. Superintendent of Cemeteries Becker noted it has been four years since Trustee's Chair Snow has signed a deed. Trustee's Chair Snow said the Trustees will take care of it. Trustee Robie questioned why this hasn't been taken care of. He felt deeds are very important for the registry of our property. Trustee's Chair Snow explained four years ago when we got the records back from Mr. Anderson and we put them in the office. At that point in time one of the Selectmen told Jerry to take the records home with him. The records are now with the Superintendent of Cemeteries who has no authority on it. Superintendent of Cemeteries Becker replied you had those deeds and records at your house when Mr. Anderson gave them to you. When he took over as Superintendent of Cemeteries all of this Board (except for Trustee DePuy) had to turn around and tell you to bring those records in to give them to me. Trustee's Chair Snow said because you were making the issue that you needed to have records. They are at the point now where they need to get things done in accordance with the statute and that is what we are attempting to do. He agreed with Trustee Robie and they need to move forward from here. There are things you can do and they only thing that he is aware of that the statute says about Superintendent of Cemeteries is that he is responsible for the maintenance. They appointed him as the Supervisor of Maintenance. Superintendent of Cemeteries Becker asked if the rest of the Board was agreeable to this, because if that is the case anytime that someone needs to be buried, have corner markers put in, or a lot sold that's the Cemetery Trustee's responsibility. Trustee Kelley thought he did that. Superintendent of Cemeteries Becker replied that is what he does and what he has been doing for the past three years. He questioned if the Board wanted these responsibilities. Trustee's Chair Snow said this is what he was doing before Jerry took over as Superintendent of Cemeteries. Trustee Soares said this is not part of our powers and duties. Trustee's Chair Snow replied yes it was. Trustee Soares reiterated it wasn't and he needed to read the RSA. Trustee's Chair Snow asked her to show him the statute that says the Superintendent of Cemeteries has the responsibility and duties. Trustee Soares pointed out that Mr. Anderson used to do this and it was never a problem. Superintendent of Cemeteries Becker asked if the Board was in favor of him continuing to do the job he has been doing or do they just want to make him the maintenance guy. Trustee Kelley would like him to continue to do the job that he has been doing. Trustee's Chair Snow clarified with the exception of the deeds. Superintendent of Cemeteries Becker reiterated does the Board want him to continue to do the job he has been doing. Trustee Kelley and Trustee Soares replied yes. Trustee Robie asked who was keeping the records. Superintendent of Cemeteries Becker replied he has a set of records and Town Clerk Dupere has a set of records. There is set of records on every deed and every burial in this town. He noted Jim Lindsey has a set as well as Trustee's Chair Snow. Anytime there is a deed put out the Selectmen sign off on it, they deliver the deed back to the person and copies are distributed. Trustee Robie asked if he thought he had all of the cemetery records in his possession at this time. Superintendent of Cemeteries Becker said he didn't know he knows there have been some lost deeds. He noted that Jim Lindsey has been a fantastic source. Trustee Robie said he had his reservations

about the record keeping of past Superintendents. The records moving forward should be kept together. He thought that Trustee's Chair Snow was trying to get the last 40 years compiled. Superintendent of Cemeteries Becker replied Trustee's Chair Snow has all of those records. Trustee Robie noted that Trustee's Chair Snow was supposed to bring all of this to the June Cemetery Trustees meeting. Citizen Bob Dabrowski said if there is an issue between statute and non statute why don't they send this to the town attorney and he'll be the tie breaker. Trustee Soares said Atty. Mayer has weighed in on this before when they had the issue with the records. He told Trustee's Chair Snow to hand over the records and stay out of it. Trustee DePuy said he wasn't familiar with the history other than the cemeteries in town. He would like to work with Trustee's Chair Snow and Superintendent of Cemeteries Becker. He would like to see the records and this book. Trustee Robie said he wanted Superintendent of Cemeteries Becker to keep doing what he is doing. Road Agent Lewis thought it would help to have a job description. Trustee Robie said they can't give him a job description just like they can't give the Road Agent one. Road Agent Lewis replied there is a job description for him. Trustee Robie noted they just talked about how the Town Clerk and the Tax Collector don't have job descriptions. It was noted that the Town Clerk and the Tax Collectors are by statute. Citizen Becky Sarra thought a job description would eliminate whatever is going on. She asked if there was a catastrophic backup for the records. They seemed to be stored at many different houses. If this building burns down where is the backup for those records? Trustee Robie said Superintendent of Cemeteries Becker and Trustee Chair Snow have them. Citizen Becky Sarra replied they are being stored in private houses. They could move and pack up and take them with them. Superintendent of Cemeteries Becker noted there is a set at the library. Citizen Becky Sarra thought there should be a catastrophic backup. Superintendent of Cemeteries Becker reiterated there are copied of all of the deeds and town reports at the library.

2013 Cemetery Maintenance Overview: Trustee Chair Snow said in 2009 they had two employees and no Superintendent. One of the employees has left and the one that has remained is being paid in same manner as a base salary because they are using their own equipment. What has happened over the past couple of years is part of the cost of the fuel and oil and equipment maintenance have been going to that employee. His understanding was the employee was paid more because he is using his own equipment. He noted that Superintendent of Cemeteries Becker has been very good about not giving him all of the costs of his equipment, but he is being reimbursed for some of the costs for using his equipment. He needs to know if the Trustees felt this employee was a contractor or an employee. If he is an employee he gets paid by the hour for the work he does and he uses the town's equipment. If he uses his own equipment we'll pay him a little more. Do we want to adjust that or do we want him to become a contractor. How do we handle the costs of this employee maintaining the cemetery when he is an employee yet he is getting extra benefits? Trustee Robie asked if we were taking out his social security and withholding tax. Trustee Chair Snow said not for the reimbursement of the costs. Trustee Robie clarified they are not for his equipment rental. He asked if he was giving us two bills one as an employee and one for rental. Trustee Chair Snow said this isn't the way they had it set up. He is making significantly more per hour. Trustee Robie replied he has to get paid for his equipment. Superintendent of Cemeteries Becker explained Mr. Pike makes roughly \$19.00 per hour. Trustee Chair Snow asked not to use names. Citizen Ingrid Byrd said why not its tax dollars. Superintendent of Cemeteries Becker added its public record. They pay him that amount of money, because he uses his own equipment. Sometimes he reimburses him if something breaks on a piece of equipment when he is using it. The reason why is because last year they didn't spend any money on their equipment. Trustee Robie noted they wore his out. Superintendent of Cemeteries Becker said the new tracker they

bought two years ago has 97 hours on it. It wasn't even used. He should have come to the Board with this. If he can keep using his equipment we're not wearing out the town's equipment and he doesn't have to buy another piece of equipment that he is using or we would need up there. Trustee Kelley noted when his equipment goes we're not going to have a choice. Trustee Robie pointed out a couple of years ago we needed that lawnmower really bad. Now we have one guy left and a brand new lawnmower we haven't used and we're still getting it done. Trustee Chair Snow said that is the problem with only one person what if Bob has an accident and can't work for awhile or heaven forbid dies what will we do. Superintendent of Cemeteries Becker said that would be his decision. Trustee Robie added he would hire someone else. Trustee Chair Snow said this is a different method of funding then what they started with. He noted Bob is being paid more because he is using his own equipment. Superintendent of Cemeteries Becker asked to consider the cost to get a piece of equipment to haul all of the brush over to Brown Road which cost \$1,500 in gas last year and they didn't pay for his truck other than the gas. Trustee Chair Snow said he wasn't complaining about it. Superintendent of Cemeteries Becker asked why he was bringing it up then. Trustee Chair Snow said in the grand scheme of things it's no different than anyone else working for the town. You're either an employee or a contractor. Trustee Kelley asked him what he wanted Bob to do rent us the equipment. Trustee Chair Snow said the question you need to answer is do you want to. Trustee Robie thought they should leave it the way it is. He uses his own lawnmower and he writes us a bill and we pay him. It's not much different when Road Agent Lewis plows a road and sends us a bill for the dump truck. He gives the amount and his time and Accounting Clerk Donna Becker cuts him a check. This system works well. Trustees Chair Snow said this would mean he is on the accounts payable and not an employee. He didn't have a problem with that either if that's the way the Board wants to do it. Selectman Soares noted that Road Agent Lewis is paid like an employee too. Trustee Robie said maybe they should be hiring Bob Pike as a sub contractor. Trustee Chair Snow explained that was the question that he had. Superintendent of Cemeteries Becker said they should leave it the way that it is. Citizen Ingrid Byrd said they have a really good guy who has taken over a job that was not being done fully the way you would have liked but it worked the way it had been done. You have an elected person who has been elected by the residents to do a job. It seems to me that it is distinctly unfair for one Selectman who is not speaking for the rest of the Board to try to change how Mr. Becker is doing his job and from what she can tell he is doing it extremely well. The person that should be talking to Jerry and telling him what to do is Dave who represents the five of you in dealing with this one department. She felt they need to get everyone else out of Jerry's hair. Let him do his job. Road Agent Lewis clarified that he is not paid as a town employee. Trustee Robie stated that is the only difference between you and Bob Pike. Road Agent Lewis said he supplies the equipment. Superintendent of Cemeteries Becker reiterated the way its working is fine. Trustee Chair Snow said its fine but he wants the Trustees to be aware that this is what's happening. You'll see that the employee is getting his gas reimbursed and you may have questions. Trustee Kelley replied that he would have never questioned that at all. He is using all of his own equipment. Trustee Robie stated it only gets questioned when someone doesn't know the system. Citizen Ingrid Byrd said it seems that Jerry is supposed to work with Dave then why isn't Dave the Chairman of the Trustee of the Cemetery. He is the one who is responsible for dealing with any problems that Jerry wants to pass on. Trustee Kelley felt that Dave didn't want that job and the Board appointed him as the Cemetery overseer. He felt Dave and Jerry could work together well. Citizen Ingrid Byrd asked if they could get the second Selectman out of the picture. Former Selectman Rick Lazott suggested that they contact LGC for a job description for the Superintend of the Cemeteries. Trustee Kelley said he would look into that.

Trustee Chair Snow said the cemeteries are in great shape for cutting trees. If we cut trees and the trees have wood in them. The wood had to stay with the town. He mentioned that it was inappropriate for a town employee to receive monies from an outside source without it going through the books. If someone out there wants to get something done in the Cemetery the Superintendent or one of the employees does it and the money should go to the town. Superintendent of Cemeteries Becker wanted to take that issue into consideration right now, because there isn't a town employee that digs anything up there. There is a person that comes in and digs the graves up there. The only other thing that is done up there is the corner markers. The town collects the money from the people for those corner markers. Where is this money that other people are paid for doing a job up there? Trustee Chair Snow asked if they doing any of the digging for any of the graves. Superintendent of Cemeteries replied no and it's all done by an outside agency. He questioned Trustee Chair Snow why he didn't ask him that in the first place instead of bringing it up here.

Trustee Chair Snow mentioned they encumber \$3,000 to do some work. Superintendent of Cemeteries said that was already approved last year and Dennis is going to take care of that. Trustee Chair Snow said that wall is between the church and the Hill Cemetery. If you look at the markers they are probably on the churches side and he didn't think that wall needs to be changed. There is probably plenty of stuff that needs to be done on the Hill. Superintendent of Cemeteries Becker said the wall repair has already been approved. Mr. Lewis is going to do that work. Trustee Soares said they already designated the encumbrance. Trustee Chair Snow didn't feel it was fiscally responsible to spend \$3,000 on that wall.

Trustee Chair Snow mentioned they need to put drains on the tombs. Superintendent of Cemeteries said he heard that at a meeting last year and that was the first he heard of it. He noted the tombs have been there for how many years and we don't need to put drains in them now. Trustee Robie said the Trustees need to relate to the liaison what they want. The fighting between Jerry and Dick needs to stop. Superintendent of Cemeteries Becker agreed. Trustee DePuy suggested that they avoid going on with the rest of this meeting and he'll get input from Dick and try to resolve things. Trustee Robie felt this was nonproductive.

Trustee Chair Snow mentioned one of the capital improvement items is there needs to be water at the cemetery. He doesn't know how they will handle it but it's something to think about. They are going to need to spend some money in the East Candia Cemetery and the Hill Cemetery to take down some more limbs. Mr. Cooper did a marvelous job a couple of years ago. He mentioned Bob Pike has been doing some work in the East Candia Cemetery and he's doing a good job. In some of those old cemeteries there are huge old trees that need to be trimmed back a little bit. They should be spending a little every year and in the past they have had \$500 to do that. Trustee Soares thought he should let Superintendent of Cemeteries Becker and Trustee DePuy assess that and determine if it needs to be done. Trustee Robie said that is for the Trustees to determine.

Draft Cemetery Trustee Bylaws: Trustee Chair Snow said the Trustees have a draft of the bylaws. The next one is the policies and procedure for the cemetery. He has seen some examples and he will work with the Superintendent of Cemeteries on those and he will bring them to the Trustees for the June meeting. You also have a copy of the 2011 Cemetery Trustees report which explains what the entire year was and has been going on since 2009. This way forward and in the future you'll have copies of the work Jim Lindsey, Superintendent of Cemeteries Becker, and he did to get a database

started. This will allow us to know where a grave is, whether there is perpetual care on it or not, and at some point in time be able to get a voucher over to the Trustees of the Trust Funds to say this grave needed some work done and we need the money back. They can't do that at the present time. This is part of the exercise that has been going on for the past four years with Jim Lindsey and Jim Franklin. Jim Franklin has got perimeter surveys on all of the cemeteries they have started work on all of the individual plots within Holbrook. He noted that Superintendent of Cemeteries Becker has the hand drawn plots of the individual sections which is what he uses and we have used in the past. They are attempting to get that done in a specific geographic format. Trustee Robie thought they didn't need to worry about the drains in the tombs and they have been up there for years without any water. He felt they should vote on expending money for tree cutting. Citizen Ingrid Byrd asked if they were cutting trees or pruning. Trustee Robie replied Trustee Chair Snow suggested pruning. He told Trustee Chair Snow that he would like to see the plots that he has worked on. Trustee Soares motioned to spend \$500 to trim the trees in the cemeteries and there will be no drainage in the tomb and no water at the cemetery. Seconded by Trustee Kelley. All were in favor. Motion carried.

Review and acceptance of minutes of the previous meeting (3/25/13): Trustee Soares motioned to approve the Cemetery Trustee Meeting minutes of March 25, 2013 as written. Seconded by Trustee Robie. All were in favor. Motion carried.

The next regularly scheduled Cemetery Trustees meeting June 24th, 2013 immediately following the Selectmen's meeting.

Trustee Soares motioned to adjourn at 9:37 p.m. Seconded by Trustee Kelley. All were in favor. Motion carried.

Respectfully submitted,
Andria Hansen, Recording Secretary