

## MINUTES FORM

Please send a copy after each meeting to Town Hall

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: \_\_\_\_X\_\_\_\_yes \_\_\_\_no

Date: \_\_\_\_January 4, 2006 \_\_\_\_Time: \_\_\_\_2:00 p.m. \_\_\_\_Place: \_\_\_\_Kennedy Service Building\_\_\_\_

Members present: \_Les Gerhardt, Brewster Conant, Charles Smith\_\_\_\_Absent: \_\_\_\_\_  
also present: \_\_\_\_David Lee, Nancy Howell \_\_\_\_\_

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1. Meeting was called to order at 1:45 p.m.
2. Memo to Town Clerk re: this meeting
3. FYI: Copies of Veteran Burials and Non-Resident Burials in 2005 as turned in for Annual Town Report
4. Commissioner's Annual Report unanimously accepted as amended
5. Next meeting, Wednesday, January 11 or February 8, 2006, at 2:00 p.m.
6. Meeting adjourned at 2:10 p.m.

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: \_\_\_\_\_ yes \_\_\_\_\_ no

Date: \_\_\_\_\_ February 8, 2006 \_\_\_\_\_ Time: \_\_\_\_\_ 2:00 p.m. \_\_\_\_\_ Place: \_\_\_\_\_ Kennedy Service Building \_\_\_\_\_

Members present: \_\_\_\_\_ Absent: \_\_\_\_\_  
also present: \_\_\_\_\_

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**DUE TO NANCY'S ABSENCE WITH BROKEN FOOT, AND BREWSTER'S UNAVAILABILITY,  
THE FEBRUARY MEETING HAS BEEN CANCELLED**

## MINUTES FORM

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: ☒ yes ☐ no

Date: March 29, 2006 Time: 2:00 p.m. Place: Kennedy Service Building

Members present: Les Gerhardt, Brewster Conant, Charles Smith Absent: \_\_\_\_\_  
also present: Tom Tidman, David Lee, Nancy Howell \_\_\_\_\_

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1. Meeting was called to order at 2:10 p.m.
2. Minutes of the March 8<sup>th</sup> meeting were accepted as amended
3. Brewster's letter to the Morrison Farm Planning Committee, regarding the use of Cemetery land in their plans for developing the Morrison Property, was reviewed.
4. The Recreation Committee has not yet acknowledged the 5-yr. extension for the use of the soccer field in Woodlawn Cemetery, Concord Rd.
5. There was a discussion of Brewster's meetings with members of the Finance Dept. Steve Barrett's estimate of fy96 trust fund earnings is 92,000.00. Brewster feels that 81,000.00 is a more reasonable estimate.
6. The Commissioners unanimously voted to apply \$69,435.00 from Cemetery Trust Funds to cemetery salaries. They wanted it noted that this decision was made with great reservations. They also wanted it noted that there are not enough earnings from the funds with which we can purchase equipment to support the dump truck previously requested for this department. Tom Tidman was asked to make Don Johnson and John Murray aware of this.
7. The Commissioners voted unanimously to use the Robbins and Ames Fund in place of New Perpetual Care, to purchase Fertilizer, etc. and Memorial Day flowers.
8. Next meeting, Wednesday, April 12<sup>th</sup>, at 2:00 p.m.
9. Meeting adjourned at 3:35 p.m.

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: ☒ X yes ☐ no

Date: \_\_\_\_\_ April 12, 2006 \_\_\_\_\_ Time: \_\_\_\_\_ 2:00 p.m. \_\_\_\_\_ Place: \_\_\_\_\_ Kennedy Service Building \_\_\_\_\_

Members present: \_\_\_\_\_ Les Gerhardt, Brewster Conant, \_\_\_\_\_ Absent: \_\_\_\_\_ Charles Smith \_\_\_\_\_  
also present: \_\_\_\_\_ Tom Tidman, David Lee, Nancy Howell, Connie Coughlin \_\_\_\_\_

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1. Meeting was called to order at 2:00 p.m.
2. Minutes of the March 29<sup>th</sup> meeting were accepted as amended
3. Commissioners were notified that Mrs. Bryant would be writing to request that they buy back three-grave lot 238, section 8, Woodlawn Cemetery for the purchase price of \$1,050.00 as follows: \$210.00, Land Fund; \$840.00 New Perpetual Care Fund
4. There was further discussion of the Trust Funds and expenses yet to be charged for fy06.
5. Next meeting, Wednesday, May 10<sup>th</sup>, at 2:00 p.m.
6. Meeting adjourned at 3:15 p.m.

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: ☒ X ☐ yes ☐ no

Date: ☐ May 10, 2006 ☐ Time: ☐ 2:00 p.m. ☐ Place: ☐ Kennedy Service Building \_\_\_\_\_

Members present: ☐ Les Gerhardt, Brewster Conant, Charles Smith ☐ Absent: \_\_\_\_\_  
also present: ☐ Tom Tidman, David Lee, Nancy Howell \_\_\_\_\_

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1. Meeting was called to order at 2:00 p.m.
2. Minutes of the April 12<sup>th</sup> meeting were not available due to printer malfunction
3. Fertilizer and crabgrass control was applied according to schedule
4. Personnel  
One full-time maintenance man has given his notice and will be leaving on Friday, May 19<sup>th</sup>.  
Friday, May 19<sup>th</sup>, Dave will be interviewing for the seasonal positions  
Pending the results of his physical, etc., Richard Cowley has been offered the 32 hr./wk.,  
32 wks/fiscal year part-time maintenance man position at NARA Park.
5. The Committee studying the Morrison Property is preparing the final copy of their recommendations. The Cemetery Commissioners sincerely hope the Board of Selectmen will confine this committee's plans to Morrison property only and not allow the development of that property to depend on use of land acquired years ago as part of Woodlawn Cemetery.
6. After some discussion, the Commissioners asked if we could find information re: burials during a pandemic situation.
7. Nancy is to prepare charges for Memorial Day flowers and have the figures checked by the Finance Dept. before submitting the requisition
8. Next Meeting -- Wednesday, June 14<sup>th</sup>, 2:00 p.m.
9. Meeting adjourned at 2:45 p.m.

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: ☒ X yes ☐ no

Date: ☐ June 14, 2006 ☐ Time: ☐ 2:00 p.m. ☐ Place: ☐ Kennedy Service Building \_\_\_\_\_

Members present: ☐ B. Conant \_\_\_\_\_ Absent: ☐ L. Gerhardt, C. Smith \_\_\_\_\_  
also present: ☐ Nancy Howell \_\_\_\_\_

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**NO QUORUM, NO MEETING**

## MINUTES FORM

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: ☒ X yes \_\_\_\_\_ no

Date: July 12, 2006 Time: 2:00 p.m. Place: Kennedy Service Building

Members present: L. Gerhardt, B. Conant Absent: C. Smith  
also present: D. Lee, Nancy Howell

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1. Meeting called to order at 2:05 p.m.

2. Minutes of April 12<sup>th</sup>, May 10<sup>th</sup> and June 14<sup>th</sup> meetings were accepted as presented

3. Updates

Mrs. Bryant's request - the Commissioners agreed to buy back her 3-grave lot 238, sec. 8, Woodlawn Cemetery for the original purchase price of \$210.00 from the Cemetery Land Fund, and \$840.00 from New Perpetual Care

Discussion of complaints from visitors to lots about people who use the cemeteries as a safe place for family activities ie: walking, cycling, in-line skating, etc. who they consider to be disrespectful of the feelings of the bereaved. The Commissioners noted that we might put an article in the next Municipal Quarterly.

4. New Business

Discussion of the complaint that the cemetery personnel are disrespectful when they fail to put a temporary marker with the name of the deceased on new graves. The commissioners do not feel that we should take on this responsibility as it further burdens the already stressed manpower of the department. Such markers would have to be picked up, then replaced every time the area was scheduled for mowing. It has always been the obligation of the family to add the name to the upright monument or to have a flush marker installed at the grave.

As a result of a recent request, the Commissioners reiterated their feeling that the department do nothing to assist an individual in contacting lot owner for the purpose of buying their lot(s). We were reminded that a lot can only be sold back to the commissioners.

The commissioners opted to put off the election of officers until the full board was present.

5. Next meeting – Wed., Aug 9<sup>th</sup> at 2:00 p.m.

6. Meeting adjourned at 3:15 p.m.

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: \_\_\_\_X\_\_\_\_yes \_\_\_\_\_no

Date: \_\_\_\_August 9, 2006 \_\_\_\_ Time: \_\_\_\_2:00 p.m.\_\_\_\_ Place: \_\_\_\_\_Kennedy Service Building\_\_\_\_\_

Members present: \_\_L. Gerhardt, B. Conant, C. Smith \_\_\_\_\_  
also present: \_ D. Lee, Nancy Howell \_\_\_\_\_

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1. Meeting called to order at 2:05 p.m.

2. Minutes of July 12<sup>th</sup>, meeting were accepted as presented

3. Updates

Responsibility of placing a temporary name plate on new burials was discussed. The general consensus was that this is not the Town's responsibility, but, usually at the family's request, that of the funeral director.

Steve Barrett will be getting the IBT fy06 accounting of the trust funds to Brewster.

4. New Business

Mrs. Lee's request to donate a tree to be planted by her lot no. 108, section 9, Woodlawn Cemetery was granted. As soon as the lot has been paid for in full, Nancy will present her request to the Board of Selectmen for their acceptance of the gift.

The commissioners opted to put off the election of officers until the full board was present.  
(Until Les has been reappointed or replaced)

5. Next meeting – Wed., Sept. 13th at 2:00 p.m.

6. Meeting adjourned at 3:20 p.m.



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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: ☒ X yes ☐ no

Date: ☐ September 13, 2006 ☐ Time: ☐ 2:00 p.m. ☐ Place: ☐ Kennedy Service Building \_\_\_\_\_

Members present: ☐ L. Gerhardt, B. Conant, C. Smith \_\_\_\_\_  
also present: ☐ Tom Tidman, Nancy Howell \_\_\_\_\_

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1. Meeting called to order at 2:00 p.m.
2. Minutes of August 9<sup>th</sup>, meeting were accepted as presented
3. Updates
  - Dave's retirement discussed
  - Card circulating for signatures
4. New Business
  - Mrs. Keane's request to donate a tree to be planted by her lot no. 20, section 7, Mount Hope Cemetery was granted provided that she select a miniature tree as per her description.
  - Tom Tidman suggested a Stewartia as one option for Mrs. Lee to consider for a tree by her lot On section 0, Woodlawn Cemetery
  - When we have this information, Nancy will submit the request to the BOS for acceptance
5. Next meeting – Wed., Sept. 13th at 2:00 p.m.
6. Meeting adjourned at 3:20 p.m.

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: ☒ yes ☐ no

Date: ☐ October 11, 2006 ☐ Time: ☐ 2:00 p.m. ☐ Place: ☐ Kennedy Service Building \_\_\_\_\_

Members present: ☐ B. Conant, L. Gerhardt, C. Smith \_\_\_\_\_

also present: ☐ S. O'Malley, N. Howell \_\_\_\_\_

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1. Meeting called to order at 1:55 p.m.

2. Minutes of September 13<sup>th</sup> meeting were accepted as amended

3. Updates

Still waiting to hear from Mrs. Keane re: miniature tree she wants to plant in her lot at Mt. Hope  
Commissioners reviewed the Cemetery Trust Funds

4. New Business

Mrs. Kennedy requests permission for her son, of Kennedy Nursery on Rt. 27, to plant a pear tree a  
her lot on section 14, Woodlawn. Commissioners OK'd the request  
Morrison Property Reuse Study – Les reviewed the comments he is sending to Walter Foster, cc:  
Tom Tidman

5. Next meeting – Wed., November 8<sup>th</sup> at 2:00 p.m.

6. Meeting adjourned at 4:00 p.m.

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: \_\_\_\_X\_\_\_\_yes \_\_\_\_\_no

Date: \_\_\_\_November 8, 2006 \_\_\_\_Time: \_\_\_\_2:00 p.m.\_\_\_\_ Place: \_\_\_\_\_Kennedy Service  
Building \_\_\_\_\_

Members present: \_\_\_\_\_

also present: \_\_\_\_\_

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**There was no meeting in November**

MINUTES FORM

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MINUTES OF: \_\_\_\_\_ Meeting of Cemetery Commission \_\_\_\_\_

Meeting posted: ☒ X yes \_\_\_\_\_ no

Date: \_\_\_\_\_ December 13 2006 \_\_\_\_\_ Time: \_\_\_\_\_ 2:00 p.m. \_\_\_\_\_ Place: \_\_\_\_\_ Kennedy Service Building \_\_\_\_\_

Members present: \_\_\_\_\_ B. Conant, L. Gerhardt, C. Smith \_\_\_\_\_

also present: \_\_\_\_\_ T. Tidman, S. O'Malley, N. Howell \_\_\_\_\_

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1. Meeting called to order at 2:00 p.m.
2. New Business  
Proposed rates discussed and approved to be forwarded to Tom Tidman, Don Johnson and the Board of Selectmen  
2006 Town Report entry will be ready for approval at the January meeting  
There are a large number of shrubs that need to be replaced due to deer damage and roadways in the cemeteries that need to be repaired. Discussion of how to come up with the funds for this work, since the Trust Funds are not earning a sufficient amount to cover all of our needs
3. Next meeting – Wednesday, January 10, 2007 at 2:00 p.m.
4. Meeting adjourned at 3:05 p.m.