

## FINAL Minutes of the Cemetery Trustees

Location of Meeting:       Boscawen Municipal Facility  
                                  116 North Main Street  
                                  Boscawen, N.H. 03303

Present at Meeting:       Rhoda Hardy, Cemetery Trustee Chair  
                                  Beverly Lacey, Cemetery Trustee  
                                  Dean Hollins, Sexton

The regular meeting of the Cemetery Trustees was called to order at the Boscawen Municipal Facility, 116 North Main Street, Boscawen, N.H. on January 17, 2024, at 9:00 a.m.

### **Approval of minutes from last meeting:**

*Rhoda Hardy made a motion to approve the Regular Meeting Minutes of December 28, 2022. Seconded by Beverly. Passed Unanimously.*

### **Old Business:**

1. Information on Outdoor Bulletin/Message Board or Metal Cemetery Sign for Pine Grove: Dean Hollins noted he visited the Veterans Cemetery and showed the Trustees a similar outdoor information message board that they use. He believes he would be able to make a similar one for less money than the options that Lauren Hargrave supplied for the Trustees to review. Dean Hollins reported that the one he is speaking of is large enough to hold 4 pieces of letter sized paper. Rhoda Hardy agreed that the sign/signs should be made by Dean Hollins as it is a less expensive option than buying from a retail company. Rhoda Hardy questioned how many signs would be needed and in what cemeteries they should be placed. Rhoda Hardy believes they should be at Pine Grove, Beaver Dam, and the Plains Cemetery. Dean Hollins will investigate the design and cost for the next meeting and noted that signs cannot be placed until the spring. *A Motion was made by Beverly Lacey approving Dean Hollins to investigate a design and cost to bring before the Trustees at the next scheduled meeting. Seconded by Rhoda Hardy. Passed Unanimously.*

## **New Business:**

1. Cemetery Committee Rules of Procedure: A discussion took place regarding where the Cemetery Committee Rules of Procedure came from. Rhoda Hardy and Beverly Lacoy noted they have never seen the document prior to today. Rhoda Hardy noted that under "Term Members & Alternates" that the Cemetery Trustees Committee only has members it does not have alternates. Rhoda Hardy noted that the Chair and Town office staff need to be notified in case of an absence. Beverly Lacoy reported under Special Meetings #1 "special meetings must be properly noticed." should read "special meetings must be properly noticed." *Rhoda Hardy made a motion to table the Cemetery Committee Rules of Procedure and consider them at the next regularly scheduled meeting in February at which time a vote will be taken. Seconded by Beverly Lacoy. Passed Unanimously.*
2. NH Cemetery Association Questions: Rhoda Hardy noted all the Cemetery Trustees and Dean Hollins received these in their emails. A question posed by another Association member reads "Is an annual warrant article required for the Town to accept fund." Rhoda questioned what happens presently when money comes in for cemetery plots. Dean Hollins believes the funds go to the Trustees of the Trust Fund, but he will as Finance Director, Kate Merrill. Rhoda Hardy read through some of the responses from other Association members. Dean Hollins reported the monies goes into the "Sale of Town Owned Property" in the general fund. Further discussion took place regarding the law regarding cemetery funds. Kate Merrill came into the meeting and explained that the monies were held with the Trustees of the Trust Fund until last year when a warrant article was approved at Town Meeting allowing the funds to be deposited to "Sale of Town Owned Property." Kate further explained this will allow access to cemetery funds as the Trustees of the Trust fund were not able to access perpetual care funds. Currently, the funds offset Dean Hollins' cemetery budget. More discussion took place regarding the question from the NH Cemetery Association. Rhoda Hardy requested that Kate Merrill type up a response stating that at the Town Meeting in 2023 the Town voted to deposit the funds from the sale of cemetery lots into the general fund of the Town as sale of property and explain how it is offset. Discussion was held regarding the questions and answers from the NH Cemetery Association. Rhoda Hardy believed the response to #7 is what we do in Boscawen. Rhoda read the following response given to her from Kate Merrill "At the 2023 Town Meeting the Town adopted RSA 289:2a to see if the Town will vote to deposit the funds from the sale of cemetery lots into the general fund of the Town as sale of Town property. This revenue goes to the bottom line of the budget each year and helps offset the budget appropriated for cemetery expenses." Rhoda Hardy will send this response to Mike Horn of the NH Cemetery Association and will provide copies to the Cemetery Trustees.

## **Other Business:**

Dean Hollins reported that Sue Langley contacted him regarding the Cummings lot, specifically, her son Darin Cummings and his wife Diane Cummings are going to be buried in the lot and they are making a Will. To have it put in their Will they requested a letter stating they are allowed to be buried in the lot. Dean Hollins believes the form, which he supplied to Rhoda Hardy and Beverly Lacoy, should be utilized in this instance. Rhoda Hardy questioned who the owner of the plot is. Dean Hollins reported no deed can be located for the sale, but from his understanding Sue Langley is the individual taking care of the lot. Rhoda Hardy noted that a paper record must be made noting no deed was found, the Cemetery Trustees have determined that Frank Cummings was the original plot owner of Lot #13. Frank Cummings adopted Sue Langley and he is now deceased. The form presented states the original owner. Dean suggested typing a letter and placing a copy of the letter on file for that lot. Rhoda Hardy will speak with Nicole Hoyt regarding this issue. Discussion took place regarding who is currently buried in Lot #13. Dean Hollins showed the Trustees the lot and where individuals are currently buried and where others will be buried in the future. Rhoda Hardy will speak with Nicole Hoyt regarding this issue and see if she would rather have the form presented used or if she would prefer a letter to be written. Dean Hollins noted the Trustees may want to do both the form and a letter. He noted that they need something quick in order to get things straightened out with their attorney to proceed with their Will. Rhoda Hardy will take care of this matter and get the appropriate document/documents to Darin Cummings.

Beverly Lacoy wanted to give credit to Lauren Hargrave for all the work she did in putting together the packets of information.

**Meeting Closed:** *Beverly Lacoy made a motion to adjourn. Seconded by Rhoda Hardy. Passed Unanimously.* The meeting closed at 10:17 a.m.

**Next Meeting:** The Next Regular Meeting of the Cemetery Trustees will be held at the Boscawen Municipal Facility, 116 North Main, Boscawen, N.H. on Wednesday, February 21, 2024, at 9:00 a.m.

Minutes submitted by: Lauren Hargrave, Cemetery Trustee Secretary 1/19/2024.