

## Lee Cemetery Trustee Meeting

April 5, 2019

Cemetery Trustees present: Jacki Neill, Donna Eisenhard and Peter Hoyt.

Others present: Highway Supervisor Steve Bullek, Randy Stevens, Rick Beary and Trust Fund Trustee John Tappan.

1. Meeting was called to order at 9:00 am
2. Mr. Beary met with the Trustees to discuss the possible reinstatement of shepherd hook plant holders at Lee Hill Cemetery. Trustee Neill stated that current Rules & regulations state that "Shepherd hooks/hanging plants" are not permitted at any time. A discussion followed on this matter with input from Trustee Hoyt and Mr. Stevens on how these might affect mowing. Trustee Hoyt, who is responsible for mowing there under the auspices of the Highway Department, volunteered to come up with some parameters and requirements for the use of these hooks which will be reviewed and considered at the next meeting. Trustee Neill explained why former Trustees have disallowed these, their research into what other area towns allow and that whatever is decided must be the same for all who have plots there. A copy of the current Regulations becomes a permanent part of these minutes.
3. Trustee Eisenhard stated that when she took the meeting agenda into the Town Office, she was instructed that meetings should not be held in any private homes or in other Town Offices but, preferably, at the Public Safety Complex in the future. The Trustees give notice to the Town Secretary who posts the agendas at the Town Office, Library and Town Website.
4. A discussion followed on the rising costs for cemetery plots and the burials there. A 2018 Grave Opening Comparison sheet was presented by Mr. Stevens for various towns in New Hampshire and what they charge for this service. It was agreed that these costs be reviewed and what Lee charges be adjusted so the town is not losing money in this area. Mr. Bullek stated he has contacted 2 pre-approved diggers for full burials. They are Chuck Hays from Exeter and Tom Duffy from Dover. Said diggers have provided proof of insurance plus two references from other cemeteries regarding their work for them. He said this should meet necessary legal requirements. A decision will be made by May 3<sup>rd</sup>. He said there is also a current new "right to interment" permit which must be filed for any burials whether cremation or full. A discussion followed on whether to have a certain section of the cemetery reserved for **just** cremation burials. A copy of the comparison sheet becomes a permanent part of these minutes.
5. Trustee Eisenhard stated she had questions regarding a line item in the budget under Trustee Salary \$300. She said many other Board, Commissions and Trustees volunteer their services for free so why were the Cemetery Trustees receiving this amount. Trustee Neill stated this directive came from the Town Office as a recommendation for part of their budget and was not instituted by the Cemetery Trustees. Trustee Eisenhard stated she would investigate this matter.
6. Trustee of Trust Funds Tappan met with the Trustees and presented a copy of a letter dated July 10, 2012 regarding a formal policy regarding the documentation to accompany requests for reimbursement from trust funds or reserve funds in order to ensure we are complying with

New Hampshire statutes and a copy of the MS-9 Report of Trust and Capital Reserve Funds. He stated the Trust Fund Trustees are working diligently to ensure the Cemetery Trust is earning the maximum interest within the State requirements. It was also agreed that the Trustees need another meeting before the new Fiscal Year begins July 1<sup>st</sup>. A copy of the letter and MS-9 Report becomes a permanent part of these minutes.

7. The next Cemetery Trustee meeting was scheduled for Tuesday, April 23, 2019 at the Public Safety Complex.

Minutes recorded by:

A handwritten signature in cursive script that reads "Donna F. Eisenhard". The signature is written in black ink and has a long, sweeping underline that extends to the right.

Donna F. Eisenhard, Cemetery Trustee