

Trustees of Trust Funds Meeting Minutes
July 11, 2018

The Trustees of the Trust Funds meeting was held in the Merrill Conference Room, Town Offices, 268B Mammoth Road, Londonderry, New Hampshire on July 11, 2018.

Attendees: Dan Collins (absent), John McLaughlin, Howard Bookman & Steve R. Cotton

Meeting: Called to order at 9:00AM

Agenda for 07/11/18

1. Approval of the December 06, 2017 minutes
2. Cemetery Lawn Care
3. Cemetery Sexton
4. Update on activities at our various cemeteries

Item 1: Steve made the motion to accept the December 06, 2017 meeting minutes as written. Howard approved the motion, John second the motion. Vote was taken, minutes were accepted as written 3-0-0.

Item 2: Cemetery Lawn Care:

- The three year term of the cemetery lawn care contract is expiring, we will be going out for BID in the November/December 2018 timeframe.

Item 3: Cemetery Sexton:

- Currently Kent Allen is our main Sexton, with Steve R. Cotton as the backup Sexton. After speaking with Kent, he and Steve are in agreement that we need to start training a Sexton who will eventually be the main Sexton. We did get a request from a local resident (Bo Butler) who would like to learn the role of the Sexton. Town Manager Kevin Smith supports this idea and candidate. Bo stated he wants no salary, and will volunteer his time in the role of the Sexton. Currently, Kent does charge an hourly rate to mark a grave, sell a grave, attend the burial services, empty the trash bins, etc. The Trustees requested, in the event that Bo or any future Sexton requests to be paid that a formal salary process is established prior to being paid.

Item 4: Update on the various Cemeteries:

- Pillsbury Phase III, the actual work has started, as of 7/11/18 the apple trees & stumps have been cleared.
- The retaining wall in Glenwood Cemetery has been replaced.

Item 5: Other:

- Steve to call Dan Collins to ask his status, and is he getting our e-mails.

Proposed Agenda (10/24/2018)

1. Approve July 11, 2018 TTF Meeting Minutes.
2. Next meeting, 10/24/2018 at 9:00AM in the Merrill Conference at Town Hall.

Motion to adjourn, motion passes 3-0-0. Meeting adjourned at 09:30 AM.

Respectfully submitted,

Steve R. Cotton
Administrative Support Coordinator
Town of Londonderry