

## Cemetery Trustee Meeting 2/9/22

Meeting called by Bill Keyser, Chairman. Members present: Bill K and Beth F.

Bill went over our "Procurement Policy". Here is the purpose & threshold:

"The purpose of this policy is to obtain goods and services for the Town of Andover at the lowest possible price consistent with the quality needed, to exercise financial control over purchases, to clearly define authority for the purchasing function, to assure the quality of purchases, to allow fair and equal opportunity among qualified suppliers and to provide for increased public confidence in the procedures followed in public purchasing.

Purchases up to \$500 can be approved by the Department Head. Purchases from \$500.01 to \$1,000 must be approved by the Town Administrator. Purchases greater than \$1,000.01 must be approved by a majority of the Select Board. These purchases will be coordinated through the Town Administrator."

Bill reported that he got a call from Ed Hiller who is doing history on a man named William Sanborn, a Revolutionary War veteran. Bill had told Ed that the man had been buried at Lakeview Cemetery where there are several Sanborn graves. However, later, Bill discovered that the burial was actually in the cemetery behind the church in East Andover and told Ed. Apparently, the original grave site was on Tucker Mt, but was later moved to behind the church.

Bill reminded us that he needs to let Sandra Graves know that we decided not to let her put a family plaque in the small cemetery on Taunton Hill (the family members are NOT buried there). He will talk to her in March.

- Bill also noted that there was an article in the Concord Monitor recently about Green Burials....this is where the body is buried in the ground with no casket, embalming or vault. Bill wants us to think about this as it may come up eventually & will be a cemetery decision. He is totally against it.

Minutes from 10/20/21 and 11/2/21 were approved.

Meeting adjourned at 10:25 AM.

Respectfully submitted,

Elizabet E Frost, Sec'y