

Andover Cemetery Trustee Minutes 3/15/23

Meeting opened at 7:15 PM in the Andover Library meeting room. Members present were Cheri Swenson and Beth Frost. Also attending were Joe & Samantha Poulin.

Joe & Samantha came to the meeting to discuss his mowing contract. They asked if they could be paid every two weeks rather than at the end of each month as was the case last year. They will submit an invoice each pay period listing the work that has been done. We agreed that this would be permitted and Cheri told Samantha to talk with Elita about the payment. Cheri suggested that at the beginning of the season, we can do a walk thru with them pointing out particular things that need attention. This was agreed by all parties. It was confirmed with Joe and Samantha that part of the job description was to empty the garbage cans at the cemeteries. Joe asked that we contact them when we know there is a burial coming up as they will make sure the area is mowed and looking nice for the service. Samantha will help Joe. She is available on Fridays and we can call her anytime if we can't reach Joe. Cheri told them about markers we had put in Proctor cemetery to try to keep drivers from driving on lots/flat stones when driving around the corners. The markers kept getting broken; Joe suggested maybe we could put some sort of pipe in the ground that would hold markers that he could remove when mowing and then put back.

We also discussed asking the new owners of the Gordon Osborne property (Charlie St Jacques) if we could have access across his property to get to the Rollins cemetery (we have previously had to get permission from the Barry's to get access). Samantha & Joe have contact with them and will get us their number. The Poulins left at 8 PM.

Old Business:

Cemetery Estimates for repairs were received from Cornerstone after walk through of the cemeteries in mid November 2022. We had asked for estimates on repairing 6 large family plots with stone grave curbing that are twisting and falling over. The estimates are for planning purposes as we cannot afford to complete the repairs in one year. We selected the Weare family plot costing \$4,000 to do this year. We will attempt to complete one lot per year as permitted. We will request the repairs be done in Taunton Hill and Old Center Cemeteries as well. The total estimate for this year's repairs is \$5,940.

Cemetery sign updates - we have 4 more to install

Hobb-Sweat fencing - Beth will contact the two companies who gave us estimates asking for pictures of the fencing we are looking at

Faucet covers in Proctor - Dana will do

New Business:

Sexton report was received. Copy to be kept with these minutes. Dana recommends digitizing all the Right to Inter documents that are currently in the binders. There are books of bound

Right to Inter documents that are the older records. We agreed that digitizing the documents makes sense.

Upcoming funerals/burials: At Proctor, Dodge family will be done in early May

Clearing of old items from grave sites - Cheri is putting an article in the Beacon about this in April & also one in May asking for volunteers for cemetery stone cleaning on June 3rd. We will attempt to complete 2 cemeteries this year....perhaps the one behind the church and Hobbs Sweat.

Placing of Vet flags in cemeteries - Flags have been ordered and received. There was a significant increase in the cost. Ordered through store in Franklin that Bill had given us the information for. It has been discovered that in the past the American Legion has ordered through a different service and turned the invoice in to the Town. We were unaware of this. Cheri has looked into this option for ordering flags in the future. They are cheaper but their prices increased 25% this year. We are over budget for the flags line item. Cheri will talk to Lloyd Perreault about who will place the flags and put something into the paper.

Meeting with Trustee of Trust Funds - We need to meet with them; we lost \$1,400 last year in the John Proctor trust. Not sure how the trust is handled. There are many questions about the trust and how to begin the process of combining them and what the rules are for using the money in the trusts for maintenance, replacing fences and other needs.

Alternate trustee - we need to talk about this at next meeting

Development of a 5 yr plan - Discussed what our goals and projects might be over the next 5 years. Looking at future expenses. Perhaps a new fence in the cemetery behind the church & rebuild the path & entrance; replace one large granite curbing every year? We will talk further about this when the full committee can meet.

Green burials - This is a future topic for discussion. Research is needed.

Meeting dates? We need to change as Jim can no longer do Wednesday nights.
Meeting adjourned at 8:45 PM. Respectfully submitted, Elizabeth E Frost, Sec'y