

# Meeting of the Kensington Cemetery Trustees

Thursday, August 12, 2021 at 6:30 p.m.

## Minutes

*Draft minutes to be voted on during next meeting of the Kensington Cemetery Trustees.*

The meeting was in person at the town hall. As the hall itself was locked and the trustees were unable to reach someone with a key, the meeting was held outside in the parking lot.

### In Attendance

#### *Present:*

Cemetery Trustees: Jackie Benson, Nancy Roffman, Norman Deboisbriand

#### *Absent:*

None

Call to order at 6:40 PM.

### Minutes

No minutes were reviewed.

### Old Business

#### 2021 Budget

- Nothing to report.

#### Cemetery maintenance:

- Mowing and landscaping:  
Jackie reported that the town had secured a contract for the rest of the year. The first mowing under that contract has already taken place. Norm and Nancy suggested that one of the trustees should do a walk-through after mowings to make sure the stones aren't being damaged and that the mowing is thorough.
- Rock removal:  
Nancy mentioned that the rock that damaged her car in the Dearborn Annex is still there. Jackie went looking for it but couldn't identify it. The trustees plan to encumber funds from this year to have the rock removed. They will ask Harold Bragg or Chris Bacheldor for a quote to do so.
- Fence paintings:  
Nancy purchased the necessary supplies for the painting job, totaling \$189, and will apply for reimbursement from the cemetery budget through the selectboard. Nancy reported that fence painting is proceeding but a bit slowly, with 25 hours worked out of an estimated 400 required.

Two sections of the fence have been painted so far. The trustees will monitor progress through September. If the job isn't on track to be finished they may consider putting out an RFP for the remainder of the project via the selectboard.

- Stone repair:  
Kai of Gravesite Services of NE is behind on work due to the rain, but Jackie confirmed with him that he'll be coming to Kensington to work on the Upper Yard stones once he's finished in the town he's working in now.
- Gate repair:  
The gate repair is complete. Nancy oversaw the work which was done by Chris Barlow for \$1,000.
- Stone repair:  
Gravestone Services of New England has accepted the job to repair stones in the Lower Yard, for up to \$5700. They will begin work in approximately six weeks. The trustees are planning to submit a warrant article for 2022 for the Upper Yard stone repair work, which is more extensive.
- Trash:  
Norm has been emptying the trash in the cemetery this year. Jackie pointed out that this shouldn't rely on a volunteer. The trustees discussed adding funds for a small dumpster which could be regularly serviced by a contractor to next year's cemetery budget, which will be drafted later this year.

#### Cemetery Records:

- The trustees discussed updating the cemetery records and moved to hold a special meeting at 10AM on Sunday, September 19<sup>th</sup> where they will walk the cemetery together with the records books and update them based on the physical record of the stones.

#### Cemetery Bylaws:

- Norm needs to update the draft and then the trustees will review before submitting to the selectboard for their thoughts. A legal review may also be sought.

#### Cemetery Communications:

- No action this meeting.

#### Wreaths Across America

- Norm spoke with the Wreaths Across America coordinator and requested the materials for participation but hasn't been emailed them yet. He will keep at it.

### **New Business**

#### Lot Assignment Procedure:

- The trustees discussed the current procedure for assigning lots. This has been traditionally done in town at the time when a burial is required, with the lot being selected by the trustees. Lots

have not been assigned in advance. The trustees will continue with this policy for now until new bylaws have been approved.

The next regular meeting of the trustees was set for October 14 at 6:30PM.

Jackie called for the meeting to adjourn at 7:11 PM. Norm seconded. A roll call vote was held:

- Jackie: Aye
- Nancy: Aye
- Norm: Aye