

# Meeting of the Kensington Cemetery Trustees

Thursday, January 27<sup>th</sup> 2022 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.

### In Attendance

*Present:*

Cemetery Trustees: Jackie Benson, Nancy Roffman, Norman Deboisbriand

*Absent:*

None.

Call to order at 6:32 PM.

### Minutes

No minutes were reviewed.

### Old Business

#### 2022 Budget:

- Jackie reviewed the 2022 budget with the other trustees.
- Jackie shared with the trustees that per a trustee vote during the June meeting, she asked for the selectboard to encumber \$10,000 in unused funds from the 2021 cemetery mowing contract for the repair of gravestones in the Upper Yard. This was granted.

#### Mowing:

- Jackie moved that the trustees ask the selectboard to add emptying the trash bin in the cemetery to the 2022-2025 cemetery mowing contract. Nancy seconded. A roll call vote was held:
  - Norm: aye
  - Jackie: aye
  - Nancy: aye
- The trustees reviewed the 2021 mowing contract and discussed whether to make any alterations. None were recommended, though the issue of the timing of the autumn cemetery cleanup was discussed.

The current contract specifies that the cemetery fall cleanup should be done on the Tuesday before Veteran's Day. (In practice, the cleanup has generally been done in late October or early November.) The trustees agreed that a cleanup as near before Veterans Day as possible is a priority, though this does mean that oak leaf fall will likely take place after the fall cleanup has been completed.

Jackie suggested that the trustees look at the cemetery mowing budget in November and, if there are enough funds remaining, a second cleanup nearer to the end of November could be requested. Requesting funds to cover the cost of two fall cleanups may be discussed during the 2023 budget talks.

#### Fence:

- The individual contracted to sand and paint the cemetery fence last year failed to complete much of the work. The 2022 budget covers the potential cost of a contract with a commercial firm for the job. Norm suggested another individual contractor who might work. Nancy will reach out to this person for a quote. Jackie will ask for a formal estimate from a couple of area painting companies. The plan is to review these estimates during the March meeting of the trustees and submit a proposal to the selectboard for approval.

#### Stone Repair:

- The trustees will reach out to Gravestone Services of New England to contract the needed repair with in the Upper Yard, with a budget of \$10,000.

#### Tree Service:

- Issue was discussed, no action needed.

#### Cemetery Bylaws:

- Norm will review and address Jackie's comments on the early bylaws draft by next meeting.

#### Cemetery Communications:

- Jackie will submit a write-up for the town Annual Report by Jan 31.
- Jackie will also send updates to the town via the KCC newsletter.

#### Cemetery Records:

- The trustees discussed completing the inventory of the Dearborn Annex stones (as the records have not been updated since 2007.) They will hold a public walking meeting in the yard when the weather warms.
- Jackie will enter the burials received during 2021 into the database.
- Jackie discussed reaching out to Ron Strickland at the Legion for a list of veterans graves in the cemetery, so that this information could also be recorded in the cemetery spreadsheet.
- Norm suggested looking into any available software to help aid or improve cemetery record keeping. Jackie had investigated this earlier and didn't find any great options, but will look into the matter further.

#### Wreaths Across America

- Norm said he will spearhead this regardless of whether he ends up serving another term. He will reach out to the organizers for information on how to participate.

The next meeting of the trustees will be held on Thursday March 10<sup>th</sup> at 6:30PM at the Town Hall.

Jackie moved to adjourn the meeting at 7:52pm. Norm seconded. All voted in favor.