

Meeting of the Kensington Cemetery Trustees

Thursday July 7, 2022 at 6:30 PM

Kensington Town Hall

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

The meeting was in person at the Town Hall

In attendance:

Present:

Cemetery Trustees:

Katelynn Dow, Jackie Benson

Absent:

Nancy Roffman

Call to order at 6:30 PM.

Minutes:

The trustees reviewed and approved draft minutes from May 17's meeting.

Old business:

1. Cemetery maintenance
 - a. Stone repair: Gravestone Services of New England will be starting work on the Upper Yard Cemetery on Friday.
 - b. Fence: The painting has been completed and Jackie submitted invoice to board for payment.
 - c. Mowing: Has been relatively ok? But also dry and slow growing right now.
2. Cemetery records
 - a. New form: The revised forms reviewed by legal counsel were further reviewed by the selectboard without any objections.

Jackie moved that the Kensington Cemetery Trustees accept the revised forms, requiring that all those seeking burial in any municipal cemetery in Kensington must fill out the appropriate forms as determined by the trustees, based on the nature of their burial rights claim and existing documentation.

Katelynn seconded. The motion was passed.

- b. Cemetery maps: No updates.
- 3. Cemetery regulations
 - a. Draft regulations: Katelynn presented a draft for new cemetery regulations for the town of Kensington. The trustees made some edits to the draft, but determined that an additional section is needed to support the requirement for burial rights presentation, assignment or claim before any burial can take place. Jackie will draft the new section. It was noted that the draft regulations allow any resident of Kensington to apply for a cemetery plot. This is a change from current practice, which only allows a new plot to be opened at the time of a resident's death. Though the trustees have drafted the regulations to in line with current practice as much as possible, it was discussed and agreed that this change is worth putting to the town, as it would significantly ease planning for our residents.
The change does require an alteration to the New Plot Establishment Form to note that plot numbers will not be granted until the time of the first internment. This will prevent specific spaces from being reserved in the cemetery and then left unused. The trustees will also add a section to the form listing the current residents who are requesting burial in the plot. If all the named residents should die and three years pass without any internments, the New Plot Establishment Form would be considered nullified.
Jackie will draft the update to the New Plot Establishment Form and submit it with the draft regulations to the board.
- 4. Cemetery communications
 - a. Town newsletter: No update.
 - b. Town website: Jackie will ask Kathy to post the now official Cemetery Forms, using the label "Cemetery Forms". Jackie will also draft and send language to add to the website page for the cemetery explaining what the forms are and when they are required.

New business:

- 5. Any other business
 - a. Cemetery Cleaning: The workshop with the NH Old Graveyards Association took place at the end of June and was quite well attended. Jackie purchased some supplies for the workshop and has learned there is a grant program where the NH Old Graveyards Association will reimburse cleaning costs. She is going to speak to Kathy and the board about whether it would be appropriate to apply for the grant and how best to structure that application.
 - b. Private cemetery survey: The trustees will begin their survey of the town's private cemeteries on Sunday July 17th. They will be reaching out to the owners/descendents of the Buxton-Brown, Prescott, Gove and Bodwell cemeteries to see if that date would be an appropriate time to examine those respective burial grounds. Jackie will notify the Heritage and Historical Societies to invite them to participate.
- 6. Determine next meeting date
 - a. No date set.
- 7. Adjournment
 - a. The meeting was adjourned at 7:38 PM.

