

Sugar Hill Cemetery Trustees
Meeting Minutes
August 12, 2021 at 4:30pm

Present: Annette Carbonneau, Kathy Jablonski, Lynn Kenerson, Larry Sawyer.
Also present: Peter Carbonneau, Sexton

Regular Business Meeting called to order at 4:30pm by Kathy Jablonski, Chair.

▪ **Minutes**

MOTION (Sawyer, A. Carbonneau) to approve the minutes from the June 2, 2021 meeting as amended.
VOTE: All in favor.

▪ **Sexton's Report**

- \$5753 spent to date – repair of the Sunnyside gate and brick pillars not yet done.
- Peter presented the committee with a copy of his job description and detail of his responsibilities at the cemeteries.

▪ **2021 Budget & Expenses to Date**

Line Item	Detail	Budget	Actual
1. Gate at lower entrance	Repair of brick pillars	\$3,000.00	
	Painting the iron gate	350.00	
2. Tree removal		1500.00	3500.00
3. Shed security	New black hinges and security bar with locks	500.00	200.00
4. Landscaping	Plantings near retaining wall in new section	2000.00	1100.00
5. Misc.	Unexpected expenses and possibly monument cleaning	\$2650.00	0
			0
	Flags		100.00
	Flag Holders		240.00
	Granite Corners		263.00
	Equipment rental for burial		350.00
TOTAL		\$10,000.00	\$5753.00

Old Business

- Report on Stone Right to Inter
The committee acknowledged that a letter was sent to K. Stone regarding the Right to Inter in the Burt family lot.

- Landscaping
Annette estimates that it would cost \$900 to prepare and install a flower bed near the granite bench. Funding this project is a possibility for 2022. Five shrubs & 14 perennials would be about \$400, the remaining \$500 would be labor.

- Burial Rates
The committee reviewed a comparison of what Sugar Hill and other towns in NH charge for a burial. It was noted that most towns charge extra for weekend or after-hours burials. A cost analysis would be helpful to determine whether our costs are covered by the current rates. Members of the committee will meet with the selectmen to gather information about burial costs and revenue sources. Peter will also estimate his time for full and cremation burials, which will help the committee understand the work involved. Questions to consider:
 - Do we need to increase the rates and if so, why
 - Do we need to charge more for weekends and if so, why
 - Could we offer no-fee burials for veterans?

- Rules and Regulations
Tabled until next meeting

New Business

- Recommendations for New Trustee
 - There is someone who has expressed interest – Kathy will follow up
 - Retired trustees will be/have been acknowledged by Kathy

- Organizational Framework
Lynn is working on bylaws for the committee. As part of the process, Kathy and Larry will meet with the selectmen to discuss the roles and responsibilities of the trustees and the town staff who support the work of the cemeteries.

Other Business

- Information from Sugar Hill Historical Society
The Historical Society has various cemetery records and old photos in their collection.

- Future Meeting Dates
Thursdays at 4:30pm are generally good.

Next Meeting: Thursday September 16, 2021 at 4:30pm – Crapo Building

Adjournment: The meeting was adjourned at 6:00pm.

Respectfully submitted,
Lynn Kenerson, Secretary