

Sugar Hill Cemetery Trustees Meeting Minutes -- DRAFT  
November 11, 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, Kenerson) to approve the minutes of the October 14, 2021 meeting as presented.

VOTE: All in favor.

**Sexton's Report**

- The gate will be closed when there's snow on the ground (or after Thanksgiving) and a cone will be placed at the top entrance.
- Flags will be collected in the next day or so when they're dry. The flag on the Hunt plot belongs to the family and will be set aside. During flag collection (and/or next spring) Larry will inventory the condition of the flag holders and note which ones need repair or replacement. Each holder is unique to the conflict served, if they are removed each would have to be labeled. There are approximately 100 markers/flags.
- Chance looked at the steps to the Young plot – \$1,500 rough estimate for next summer.
- Sunnyside signs need touch-up painting due to fading.
- \$600 in landscaping material has been purchased at Sugar Hill Landscapes for 2022.
- Highway Dept has the list for 2022 and will move forward with those items when possible.

**Budget Review & Discussion**

Line Item	Detail	Budget	Actual
1. Gate at lower entrance	Repair of brick pillars	\$3,000.	\$3,000.
	Painting the iron gate	350.	700.
2. Tree removal		1,500.	3,500.
3. Shed security	New black hinges and security bar with locks	500.	200.
4. Landscaping	Plantings near retaining wall in new section	2,000.	1,100.
	Purchase of plant material for 2022		600.
5. Misc.	Unexpected expenses and possibly monument cleaning	2,650.	0
	Postage		0
	Flags		7.
	Flag Holders		139.
	Granite Corners to mark lots		136.
	Equipment rental for burial		263.
			350.
<b>TOTAL</b>		<b>\$10,000.00</b>	<b>\$9,995.00</b>

**New Business**

- Budget for 2022: Items below to be included. Kathy will share a formal draft with the trustees then submit to Selectmen for review/approval.

Young plot stairs repair	\$1500
Repaint Sunnyside signs	\$1600
Monument cleaning	\$5000
Retaining wall plantings	\$1000
Equipment rental	\$1100
Veterans' flags/markers	\$400
Signage (rules/regs)	\$300
Paint for Streeter fence	\$150
Marker engraving	\$500
Miscellaneous	

- Annual Report: Kathy will draft the 2021 Report and circulate it to the committee for input before submitting it to the Selectmen for publication in the Town Report.

**Old Business**

- Kay Stone has received the letter from the committee outlining the wishes of the Burt family.
- Rules & Regulations: The committee reviewed the remainder of Section 5 and all of Section 6. Discussion will continue at the next meeting as time allows.

**Next Meeting:** Thursday December 9, 2021 at 4:30pm – Crapo Building

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

Respectfully submitted,  
Lynn Kenerson, Secretary

