

Sugar Hill Cemetery Trustees Meeting Minutes -- DRAFT
May 12, 2022 at 4:30pm

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

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

Minutes

MOTION (Sawyer, Warren) to approve the minutes of the April 14, 2022 meeting as presented.
VOTE: All in favor.

Sexton's Report

- Stone engraving: We have the pricing for the lettering on Susan's replacement stone; name and dates only is \$303, full text requested by the family is \$536.
MOTION (Sawyer, Warren) to have Kathy notify the family of Susan that the Cemetery trustees will cover the cost of the name and dates. If the family wishes to have additional writing on the stone, they may reply in writing with the balance paid and we will proceed accordingly.
VOTE: All in favor.
- Burial: Saturday of Memorial Day weekend. They would like to place a shrub that meets our current guidelines – the trustees give Peter permission to work with them to move that forward.
- Veteran's Flags/Markers: they have arrived - Larry will start installation next week
- Rules signage: Reminder that we need to post specific language about illegal burials.

Old Business

- The committee now has a 2-drawer file cabinet in the map room for recordkeeping.
- Landscaping project update: Annette has a plan and is waiting for Sugar Hill Landscapes to have more inventory in stock. A mix of easy perennials and small deciduous shrubs. The topic of adding a shade tree was discussed and will be revisited at a later date.
- Bylaws revision – New wording for Section 5C:
The Town of Sugar Hill is responsible for hiring and evaluating the work of the Sexton. Both are done with input from the Cemetery Trustees. The Sexton shall be responsible to the Trustees for supervising work done in the cemeteries and is empowered to enforce rules and regulations as needed.
MOTION (Sawyer, Warren) to accept as presented. VOTE: All in favor.
- Memorial Day ceremony: Kathy will continue to try to reach Dan Greenlaw at the VFW.
- Update on Rules and Regulations signage: Lynn will continue to work on this.

New Business

- Modification of the Lucy Hannah and Sunnyside Addition maps to facilitate record keeping: The Sunnyside maps are labelled #1-6 and LH is #7 on the original blueprints. Lynn recommends changing the new addition at Sunnyside to Map #7, which will make it easier to add new lots to the spreadsheets as they are purchased. The LH records have never used the map numbering system, so no changes are needed there.
MOTION (Sawyer, Warren) to name the Sunnyside Addition Map #7, and refer to the Lucy Hannah cemetery as LH, not map #7. VOTE: All in favor.
- Scanning Right to Inter paperwork:
MOTION (Sawyer, Warren) to keep digital records of incoming RTI paperwork with town records.
VOTE: All in favor.
- Find-a-Grave/old cemetery/ online record of our cemeteries: This is a possible project for volunteers – discussion tabled until a later date.
- Shrubs –It was agreed that the Sexton should have the ability to approve/deny plantings when they are requested by a family. The rules will be amended to reflect this change. Annette will give Peter a list of appropriate plants for approved plantings.

Next Meeting: It was agreed that the trustees will not meet over the summer. The next meeting will be Thursday September 8, 2022 at 4:30pm at the Crapo Building.

Adjournment: The meeting was adjourned at 6:00pm

Respectfully submitted,
Lynn Kenerson, Secretary