

Sugar Hill Cemetery Trustees Meeting Minutes
April 27, 2023 at 6:00pm

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

Regular Business Meeting called to order at 6:00pm by Kathy Jablonski, Acting Chair.

Elect a chairperson, vice chair and secretary

MOTION: (A. Carbonneau, Warren) to elect Kathy Jablonski as Chairman, Larry Sawyer as Vice Chair and Lynn Kenerson as Secretary.

VOTE: All in favor.

List of Trustees with Terms:

Annette Carbonneau	2024
Lynn Kenerson	2024
Larry Sawyer	2025
Kathy Jablonski	2026
Lynne Warren	2026

Set meeting dates and time for 2023-24

Meetings will be held the second Thursday of the month at 6:00pm as needed throughout the year. May will be an exception – the May meeting will take place Wednesday May 17th.

Approval of the Minutes

- Approve the minutes from Oct 13, 2022
- Acknowledge email notes from Kathy’s meeting with the Selectboard Nov 7, 2022
- Acknowledge email budget approval Dec 19, 2022
- Acknowledge email budget amendment Feb 2, 2023

MOTION: (Sawyer, Warren) to approve the the minutes and acknowledge the work done by email as presented.

VOTE: All in favor.

Sexton’s Report

- Flags/flag holders: Peter will purchase 100 flags and a handful of markers.
- “Leftover” plots in the lower cemetery: Peter proposes that we cease sales of full burial plots in the “old” part of the cemetery. Access is difficult for both maintenance and visitation. Cremation lots will be available if requested.

- Winter damage to monuments: there are 10 that need foundation work, and 5 that need to be replaced. The work will require John Hanks' services. Discussion about policy and pricing moving forward. The possibility of flat markers instead of replacement uprights was discussed.
- Picnic table is in place in the upper section at Sunnyside.
- Peter has explored new monument cleaning services.
- Winter traffic: After much discussion it was agreed that the upper entrance to Sunnyside will be closed to vehicle traffic after Veterans' Day. A notice will be posted in the town newsletter and the website prior to the closing, and a sign on a chain will be placed across the road.
- Sunnyside landscaping: Peter has met with Audrey Crowe to move forward with additional plantings.
- Streeter District: the section on the right-hand side still needs attention and there are several large trees that need to be removed.

New Business

- Annual review of the Bylaws
MOTION (Warren, A. Carbonneau) to accept the Bylaws as written.
VOTE: All in favor.
- Annual review of Rules/Regulations
MOTION (Sawyer, Warren) to accept the Rules and Regulations as written.
VOTE: All in favor.
- Right to Inter request
MOTION (Sawyer, Kenerson) to accept Patricia Hunt Aldrich's Right to Inter application.
VOTE: All in favor.
- 2023 Budget: Sexton's report covered this – no further questions
- Veteran flags: will be set the week ahead of Memorial Day and left out through the summer, to be removed immediately following Veterans' Day in November.
- Memorial Day Honor Guard ceremony Sunday May 28, 2023 about 3:00pm. It was suggested that the event be advertised on a sandwich board – Kathy will ask the Willing Workers if we can use theirs.
- Updating list of sold plots: Lynn in keeping these as well as burial lists. Just a reminder – the cemetery files are in the filing cabinet in the Crapo Bldg. copy room.
- Rules & Regs information – Lynn will distribute the new brochure to the town building and post office and will renumber the pages for an online version. She will also contact the Foto Factory for estimates on replacing the metal signs at the cemeteries.
- Cemetery documents on town website
 - Rules & Regulations
 - Rules & Regulations pamphlet
 - Right to Inter Application
 - Interment Designations

- Kathy will touch base with Jennifer regarding the Interment Designation Forms for pre-existing plot purchases: Jennifer’s summer helper and Kathy will get letters out to people who have purchased plots in the past 25 years or so.
- Find-a-Grave website: The information there is not always accurate, but this will be left to the hobbyists (not our concern).
- Shade tree in new landscaping: Audrey has 2 maple trees available – Peter will find out what kind they are and we will discuss further.
- Recordkeeping/charge for cenotaphs (“nbh” – not buried here): Cenotaphs are cemetery markers that are memorials, not actual burial markers. After some discussion it was agreed that there is no charge for just placing a memorial, but that there is a need for paperwork to be filed with the town for the records. Lynn will add a new regulation to Section 9 of the R&R document for review.
- Feasibility of cell phone booster at Sunnyside: Kathy will follow up with the broadband committee. Most boosters require internet service, so more research is needed.
- Master Plan update: 2014 SH Master Plan – the cemetery section needs to be rewritten because it’s outdated. Kathy will draft a replacement for review.

Next Meeting: The next meeting will be Wednesday May 17th at 6:00pm at the Crapo Building.

Adjournment: The meeting was adjourned at 7:56pm

Respectfully submitted,
Lynn Kenerson, Secretary

These are the tabled items for future discussion:

- *Policy for replacing old/broken stones*
- *Green Burials*
 - *ACT, the local land trust, has started the conversation with Larry re: possibilities*
 - *A committee needs to be formed to research and present to the trustees, and eventually, the select board and citizens of Sugar Hill.*
 - *Thoughts: Research NH towns that have green burials (recently the number 70 came up); explore the feasibility of using the Street District/Hannah Cemetery forested area; find any existing RSAs; possible survey of citizens to ascertain interest*