

## Cemetery Trustee Meeting

May 17, 2023

The Cemetery Trustees meeting opened at 10:00 am in the Clerk's Office at City Hall.

Present: Kristia Davis, Edward Bryant, Albert Morrissette, and Shelli Fortin (bookkeeper)

Absent: None

Public: None

### 1. Approval of Minutes

On a motion by Albert Morrissette, seconded by Kristia Davis, the Board voted unanimously to approve the minutes of October 3, 2022 as presented.

### 2. Update on Perpetual Care Agreement with St. Anne's Church

The Trustees were given a copy of the updated draft agreement from Attorney Chris Boldt for the transfer of perpetual care funds to the church.

**On a motion by Albert Morrissette, seconded by Kristia Davis, the Trustees voted unanimously to approve the updated agreement and to move forward in the process.**

The agreement will again be sent to the Church for their review, and to City Council before sending to the NH Office of the Attorney General, Charitable Trusts Division for their approval.

### 3. Wording of Deeds

Shelli Fortin presented the Trustees with a copy of a deed with the new wording added, that only the right to be buried in a lot is purchased, and the land remains the property of the City of Berlin. Attorney Chris Boldt did review the wording and approved it.

**On a motion by Ed Bryant, seconded by Kristia Davis, the Trustees voted unanimously to approve the new wording on the Cemetery deeds.**

It was noted that the large Cemetery deed book will no longer be used to record the deeds, but they will be printed and saved in a binder. A copy of the Cemetery Rules and Regulations will be provided to those purchasing lots.

### 4. Beth Israel Cemetery Repair

Ed Bryant spoke with Al Peabody, who recommended that the pillars be torn down and replaced with posts set in concrete. Mr. Peabody advised that it would be too involved for his experience. Ed Bryant advised he will speak to someone about the granite to see what size would be recommended. Ed Bryant advised that the posts would need to be connected to the fence on either side, and a section of the fence from the back could be use if it could not be constructed. Albert Morrissette advised he would contact Ben Evans to let him know that we are still working on plans for the repair.

### 5. Cemetery Signs

Shelli Fortin advised that she did put in a work order for signs, but has not heard from Public Works yet. Ed Bryant suggested a Tillotson Grant to help pay for signs. Shelli Fortin will look into this possibility.

#### 6. MS9 Shortfall

A check in the amount of \$426.36 was given to Albert Morrissette for the Cemetery Trust Fund from the City to cover the shortfall in the income last year on the MS9.

Albert Morrissette provided the Trustees with an invoice for accounting services in the amount of \$1,000 for this year. Shelli Fortin will submit to Finance to be paid.

Albert Morrissette provided the Trustees with a spreadsheet with the checking account balance and interest earned to date on the NHPDIP and CD's. Mr. Morrissette projects that the accounts will earn almost \$13,000 in interest income this year. Mr. Morrissette advised that we should have enough available to cover the maintenance costs this year.

#### 7. Other

Ed Bryant mentioned that the roads at the New City Cemetery, especially the second entrance, need to be graded with either gravel or ledge pack, as cars were dragging during the funeral procession recently held there. Shelli Fortin will put in a work order to Public Works.

Shelli Fortin advised that Joan Halvorsen called this week to report that her family's headstone fell over at the New City Cemetery. Mike Ross was advised, and stated that he was aware and will take care of fixing it as soon as he has some extra help.

Ed Bryant noted that gravel is still washing across Hillside Avenue from the Catholic cemetery road on Cates Hill. Shelli Fortin will contact the church again concerning this.

#### 8. Next Meeting

The next meeting will be scheduled when needed.

On a motion by Albert Morrissette, seconded by Kristia Davis, the meeting was adjourned at approximately 10:32 am.

Respectfully submitted,

Shelli Fortin, Bookkeeper