

Town of Orford
Cemetery Commission
Meeting Minutes
June 20, 2020

MEMBERS PRESENT: Paul Messer, Brenda Smith, Linda Pease, Fred Kidder, Ex Officio
OTHERS PRESENT: David Smith, Ann Green, Lucille Palifka

Call Meeting to Order

The meeting was called to order at 10:10 a.m.

Welcome New Members: Linda Pease

Set Meeting Schedule for 2020: Tentatively set for: August 22 and October 10, 10 a.m.
No more than 4 mtgs. per year
beginning 2021

Old Business

1) Cemetery Maintenance:

- a) Volunteers: Volunteers to help with cemetery maintenance welcomed. David Smith will shadow Paul Messer to learn the day-to-day operations of the cemeteries.
- b) Tree Plantings: Approval by the Commission is required before planting trees/shrubs in cemeteries. Replacement of existing dead trees will be discussed at the next mtg.
- c) The Commission will develop guidelines for mowing the cemeteries, i.e., on a regular schedule, including prior to major holidays.
- d) Equipment Repairs/Replacement: Kurt Gendron states mowers not working well. Hydraulic problem on older mower and another mower running on one cylinder. Kurt and Paul will meet with Charles Reagen regarding mowers and report at next mtg.

2) Future Expenses:

The Commission will approval all invoices before being paid by the Town Treasurer.

New Business

Projects: As her senior project at Rivendell Academy, Cora Day, will work on a database of burials of the Orford cemeteries, working with Esther Dobbins-Marsh.

Approval of Invoices: Two invoices were approved.

Perpetual Funds: Will purchase software out of perpetual funds for Ms. Day's data base project.

Other Business

Lucille Palifka suggested that signs be installed at each cemetery with the name of the cemetery. Tabled until August mtg.

Ann Green would like water containers placed at each cemetery for visitors to use to water plants. To be researched/discussed at August mtg. Ann Green said that John O'Brien would like to see a section in each cemetery set aside for Veterans similar to what some neighboring towns do.

Mrs. Anita Keefe has volunteered to pain the fence at the Main Street Cemetery. Brenda Smith will contact Mrs. Keefe to discuss. It was suggested by the Commission that the fence be power washed before painting. Brenda will contact Sean Harris about this and report her findings at the August mtg. Paul mentioned that in the past years the Corrections Department at Grafton County painted the fence.

East Cemetery Maintenance:

The gate needs to be fixed and painted/or replaced. It may require fixing or altering the stone posts that holds the gate. This work may require a stone mason. No decision made but the condition of gates/posts need to be evaluated.

Dame Hill Cemetery:

Two trees need to be removed this year. This would need to follow the Town's purchasing policy. Linda will obtain a copy of the policy for review by the Committee.

Motion made by Paul Messer, seconded by Brenda Smith to enter a non-public session under RSA 91-A:3 11(a) for personnel matters at 11:55 a.m. A roll call vote of member's present was taken with a decision in the affirmative.

Motion to adjourn the Non-Public session at 12:09 made by Fred Kidder, seconded by Brenda Smith.

The committee resumed the regular meeting at 12:10 p.m. A motion was made by Fred Kidder, seconded by Brenda Smith to seal the minutes of the Non-Public Session. A roll call vote of the members present was taken with an affirmative decision.

Motion was made by Brenda Smith, seconded by Linda Pease to adjourn the meeting.

The meeting was adjourned at 12:00 pm

Respectfully Submitted,

Linda R. Pease