

Town of Orford
Cemetery Commission
Meeting Minutes December 14, 2024

Members Present: Brenda Smith and David Smith

Others Present: Chase Kling, Selectboard Representative, Claudia Tracy, Paul Tracy, Heidi Wilson and Harry Pease

Call Meeting to Order

The meeting was called to order at 9 am.

Approval of Minutes

Motion made by David, seconded by Brenda to accept the minutes of November 9, 2024.

Motion passed 2/0.

New Business

Applications and Bids to Mow Cemeteries in 2025: David reported that he attended the December 11, 2024, Selectboard meeting where they opened applications and bids. He then talked about the two applications for a seasonal employee position and the one contractor bid that were received. Following a discussion about the qualifications of the applicants and the bidder, and the merits of having a seasonal employee or a contractor, David made a motion to recommend to the Selectboard that they award a one-year contract to the bidder, Chris Gendron, for \$49,900, Brenda seconded the motion. Motion passed 2/0. Then there was a discussion about the need to adjust the 2025 Cemetery Budget since there will be a contractor instead of a seasonal employee. David made a motion that the Cemetery Commission hold a special meeting at 9:00 am on Saturday, December 21, 2024, to adjust the budget, Brenda seconded the motion. Motion passed 2/0.

Establishing a Donor Trust Fund for Care and Maintenance of the Cemeteries: Harry discussed the document he wrote to see if the Cemetery Commission wants to establish a donor trust fund to accept charitable donations similar to the one recently established to repair the bandstand. He explained that it would not replace Heidi Wilson's effort to establish a Friends of the Orford Cemeteries, but rather could augment it and should be much faster and easier to establish, and Heidi agreed. Chase said there may need to be a warrant article at Town Meeting to authorize the Selectboard to create the donor trust. Harry agreed to check with the NH Municipal Association about it. David made a motion that the Commission proceed with establishing the Donor Trust, Brenda seconded the motion. Motion passed 2/0.

Warrant Article to Authorize Proceeds from the Sale of Cemetery Lots to be Used for Cemetery Maintenance: Harry discussed the warrant article he had been asked to write. RSA 289:2-a allows the Town, by vote at Town Meeting, to establish a fund with the Trustees of Trust Funds whereby the funds received from the sale of cemetery lots can be deposited for the care and maintenance of the cemeteries. Chase said that we should look at adding language to make this a non-lapsing article. Harry agreed to do that. Brenda made a motion to pursue the warrant article and David seconded the motion. Motion passed 2/0.

Cemetery Trust Fund Repair Cash Voucher: Paul explained the changes he made to the cash voucher form as requested by the Trustees of Trust Funds. The changes added a line to record the Trust Name, Plot, and Date the trust was established. David made a motion to accept the revised form, Brenda seconded the motion. Motion passed 2/0.

Adjourn: Motion made by David, seconded by Brenda to adjourn the meeting at 10:45 am. Motion passed 2/0.

Minutes prepared from a recording of the meeting.

Respectively submitted,

Linda Pease