

Draft Meeting Minutes
Board of Cemetery Trustees Meeting
New Durham, NH 03855

Date: July 28, 2023

Location: New Durham Community Center

Present: Doug Gilman, Trustee and Chair, Kelli Kostick, Trustee, Stephanie Mackenzie, Trustee, Judy Purington, Administrator for New Durham Department of Public Works

*Meeting called to order at 8:55 am by Doug Gilman

I. Doug made a **motion to approve the minutes** from the cemetery committee meeting on 6/10/2022. Motion was seconded by Kelli Kostick and passed unanimously.

II. Doug made a **motion to revise cemetery bylaw 19e** to include redefining monument size under bylaw, to state that the total width of a base and monument shall not exceed 36" on a single plot. The motion was seconded by Stephanie Mackenzie and passed unanimously.

III. Doug made a **motion to amend bylaw 3** to update the costs of after hour burials. To be removed is the sentence, "overtime rates apply to after hour burials". Added to bylaw 3 is the following: Afterhours burials are – Full casket \$450.00, child \$250.00, and cremation \$150.00 The motion was seconded by Stephanie Mackenzie and passed unanimously.

IV. Discussion held regarding plot reimbursement of 2 lots. It was determined that a letter was to be drafted by Kelli Kostick after communication by Stephanie Mackenzie with parties involved to determine how to divide and allocate the funds between affected parties.

Doug made a **motion to reimburse**, pending receipt of a certified letter from parties to the Cemetery Trustee, Doug Gilman and Finance Officer Kathleen Blaney defining asset distribution between the two parties involved. Motion was seconded by Kelli Kostick and passed unanimously.

V. Discussion held regarding cemetery grass and control over turkeys eating grubs. Highway department to research solutions for the turkeys.

New Business:

- I. Doug made a **motion for Kelli Kostick to research computer software programs** for management of the cemetery to include mapping, available plot inventory, ownership and registering of deeds, and options to have accessible printable information. Motion seconded by Stephanie Mackenzie and passed unanimously.
- II. Discussion was raised regarding the possibility of establishing a green space for burials. Stephanie Mackenzie to provide additional information to the committee.

10:00, Doug made a motion to adjourn the meeting. Seconded by Stephanie Mackenzie, approved unanimously.

Respectfully submitted,

Kelli Kostick, Cemetery Trustee