

**Town of Brookfield  
Cemetery Trustees**

**Minutes – 25 September 2014**

**Attendance:** Craig Evans, Judy Lewis, Trustees  
Tom Hill, Rich Zacher, Bill Nelson, Brian Robischeau

- Noticed meeting convened at 7 pm in the Town Office building meeting room with the Pledge of Allegiance.
- Trustees reviewed the completed spreadsheet for summer graveyard and cemetery care and maintenance. The spreadsheet included the in-kind hours donated by Tom Hill for work on graveyards that have no trusts. After brief discussion, the bill was approved, signed by both Trustees, and will be submitted to the Town Treasurer for payment, and to Trustees of the Trust Funds for reimbursement to the town
- Those present worked on the two Trustee budgets for the coming year – the usual annual operating budget, and the second budget addressing specific capital expenses for the new cemetery. The latter is required by RSA (289.7b) to be separate from the operating budget. The Trustees voted to send the attached budget to the Board of Selectmen for fiscal year 2015.
- The two adjoining town owned properties in the Drew subdivision are once again up for purchase by the previous owners, the developers of the property. These properties will not be considered to be available for a new cemetery.
- After a discussion regarding proceeding with the potential five acre lot. Craig and Judith will mark the 275 foot eastern boundary and the roughly 800 road frontage. Adam Doiron will be hired, by contract, to provide a soil survey and wetland delineation. Rich Zacher reported that the town will still have vote on warrant article authorizing the BOS to spend the indicated funds from the capital reserve to purchase this particular piece of land. The town will need to go through the Planning Board for the appropriate subdivision, after a survey has been completed, and submitted to the Planning Board with the appropriate application and documentation. Rich will update Mrs. Hunter, the current owner of the property.
- Craig briefly presented the idea of updating the graveyard volunteer list and passed out the forms used by Wakefield for this purpose.

Respectfully submitted,

Craig F. Evans