

Town of Brookfield Cemetery Trustees

Minutes – 12 May 2016

Attendance: Craig Evans, Judith Lewis, Trustees; Rick Surette - excused
Rich Zacher, Selectman, Bill Nelson, Selectman Rep
Tom Hill

- Noticed meeting convened at 7:00 pm in the town office building.
- Minutes of 14 April were reviewed and accepted with no corrections;
- Craig updated the group on the final grading project for the new cemetery. We are on Gillum Excavating's schedule, which puts the start-up for our project right now in mid-June.
- Bill Nelson asked about the possibility of a potential Eagle Scout project with the new cemetery. The Trustees indicated they would be happy to explore such a possibility should an Eagle Scout candidate come forward with an idea.
- Brian Michalowski has agreed to be the caretaker for the Historic Town Cemetery and the other endowed graveyards. Craig will be meeting with him next week when he returns from vacation to begin work. Tom Hill, the former caretaker, agrees to be available for questions and advice regarding previous work on these specific yards.
- The "Right to Inter" certificate is in process, and should be ready for review at the June meeting. It will then need review for town counsel as it is a legal document.
- Craig spoke to Brad Williams last week about his proposal for vinyl signs for the entrusted graveyards. Judith and Craig agreed to ask Rick to take this on as a project, since he initially reported back last year on the variety of signs available. Craig will talk to Rick when he returns from TN.
- In the process of preparing the final Policy document for posting on the website, a additional clarification on three items is required in the document. Those three items were discussed and resolved, and the document will now be ready to be posted. The email address to be used needs to go through the town server – Laurie Champy, Administrative Assistant to the Selectmen is making arrangements for that with the town tech consultant.

- Craig shared the most recent newsletter from NHOGA (NH Old Graveyard Association) and announced that they are looking for new members and fresh involvement on several committees. He also announced that the State Attorney General's Office is having their annual training session, which all three Trustees attended last year. The House Bill passed allowing for the naming of two alternates to the Cemetery Trustees. Tom Hill agrees to be an alternate in Brookfield – the Trustees will look for another alternate. Craig also announced that there is now a statewide Commission created by the legislature to work for the preservation of graveyards in the state. NHOGA is one of the members of the Commission, which has just begun to meet this spring. We can expect to hear more about the work of this Commission as they come up to speed.
- Next meeting on Thursday, 09 June 2016, in the town office building at 7:00 pm.

Respectfully Submitted,

Craig F. Evans