

Town of Brookfield Cemetery Trustees

Minutes – 14 July 2016

Attendance: Craig Evans, Judith Lewis, Rick Surette Trustees; Tom Hill, Alternate Bill Nelson, Selectmen's Rep; Rich Zacher, Selectman

- Noticed meeting convened at 7:00 pm in the schoolhouse meeting room.
- Minutes of 09 June were reviewed and accepted with no corrections;
- Phil Kilkelly from Gillum Excavation began our project at the new cemetery on Tuesday, July 12. Initially he was pleased with the quality of the soil he found in the large hill that is being taken down and used as fill. We expect that he will be on the project for most of three weeks. Hydro-seeding will be put off to late summer/early fall. Several members felt that any time after 8/15 should be okay for the seeding.
- Brian appears to have taken care of the Town Cemetery and the Chamberlain-Cate graveyard. The other graveyards are showing need of attention. Craig will meet with Brian in the next couple weeks to show him the endowed graveyards in the northern part of town.
- Cemetery forms: The three forms that were reviewed and revised at the June meeting were presented for final review:
 - Right to Inter Certificate
 - Request for Interment Order
 - Application for Right to Inter

Craig has been authorized to submit the "Right to Inter Certificate" to Laura Spector-Morgan, town attorney for review and approval. Additional questions regarding the Trustees interfacing with funeral directors at the time of a requested burial need to be answered in discussions with funeral directors and their procedures for the purchase plots for families. Rich Zacher reminded the group that the new cemetery will also have to accommodate town residents who are identified by the town as in need and unable to pay for a plot.

- A brief discussion was held regarding the use of metal markers for marking the graves. Craig indicated that Wakefield Trustees uses markers approximately every 50

feet, and when a plot is to be opened, measure off from those markers. The group concurred that this is probably a reasonable way to proceed.

- Rick agrees to be in contact with Brad Williamson, sign-maker, regarding having a prototype made for the Hansen graveyard on Route 109. The trustees will then decide about additional signs for the other endowed graveyards.
- A lengthy discussion pursued regarding the location of the flag pole, the granite benches to possibly be moved from the town office building, the possibility of the veteran's memorial, and the consideration of tree plantings lining the main 20 foot gravel road which extends through the property. A meeting was set for Wednesday, July 20 on site at the graveyard to further discuss these considerations. Decisions will have to be made on some of these aspects as the final grading and placing of gravel roadways and burial sections is imminent.
- Next Trustee meeting will be on Thursday, 11 August at 7:00pm in the town offices.

Respectfully Submitted,

Craig F. Evans