



# Salisbury Cemetery Trustees

Meeting Minutes – March 1, 2018

## Present:

Trustees – Rick Chandler, Chair; Anne Bickford

Sexton – Melvin Bowne

Selectman – Pete Ballou

Guest – Brenda Greene

The meeting was called to order at 4:05 PM. The minutes from February 1, 2018 were read and approved.

## Old Business:

- Brenda Greene brought the original certificate of appointment as administrator of the estate of Brian H. Shaw with the seal of the Probate Court. Copy of that document was given to the Trustees. She also presented a requisition of sale of Right of Interment, for the sale back to the town the six gravesites in Oak Hill Cemetery. Cemetery Trustees and Ms. Greene signed the document. Discussion of removal of corner stones – decision that they will be removed by Sexton as part of his duties, and Ms. Greene will not be charged for the removal of the corner stones. **Trustee Chandler motioned to approve the Town purchasing back the six gravesites, Trustee Bickford seconded. All voted in favor.** Request will be made to Selectmen to cut a check for \$1,050 paid to Brenda Greene and mailed to her. [Ms. Brenda Greene, 169 Portsmouth St. Unit # 17, Concord, NH 03301. Tel: 455-1300]
- The issue of removal of corner stones under such circumstances of purchasing lots back will be addressed in the update of cemetery rules and regulations or SOP.
- Sexton Bowne reported that a recent inspection of the Maplewood Cemetery wall revealed several cracks that will need to be repaired.

## New Business:

- Trustees reviewed draft of the sexton's job description and the procedures for buying back lots in the future. Sexton will review and discuss at next meeting.
- Steve Wheeler, Trustee of Trust Funds, has requested that Cemetery Trustees determine the number of plots available in each cemetery to be able to figure the cost of maintenance and care for individual trusts (perpetual care).

Meeting adjourned at 5:30 PM.

The next regular meeting is scheduled for April 5<sup>th</sup>, 2018 at 4:00 PM.

Respectfully submitted,

Anne Bickford

Cemetery Trustee / Secretary