

## Town of Lisbon, New Hampshire

### **Cemetery Trustees Meeting Minutes for February 22, 2017**

Meeting convened at 9:02 a.m.

In attendance: Todd Colby, Ina Lippard, Terry O'Brien, and Michael Petriccione

Agenda item #1: Approval of the minutes from January 18, 2017.

Agenda item #2: Selection of headstones to be replaced at Grove Hill.

The trustees selected eight headstones to be replaced at the Grove Hill Cemetery from a list prepared by Terry O'Brien and Michael Petriccione who visited the cemetery February 4, 2017. It was agreed to send the list, which includes the specific information to be placed on each headstone, to the Littleton Monument Company for cost estimates and information verification.

Agenda item #3: Discussion of warrant article for town meeting.

Terry O'Brien read the warrant article, as amended by town attorney Walter Mitchell (Pembroke, N.H., ph.: 603-524-3885), prepared by the trustees for the upcoming town meeting regarding the use of funds received from the sale of plots and tomb rentals. The article was approved by a unanimous vote.

Agenda item #4: Review of the amended deed template for cemetery services.

The trustees discussed the latest version of the deed which now provides space for the signatures of town selectmen for the sale of burial rights and includes a statement that the contract is subject to Forfeiture Procedures as per state law (RSA 289:18). Terry O'Brien said he would forward the deed to the town's attorney for review. See attached.

Agenda item #5: Preparation of a job description for the cemetery sexton.

Todd Colby presented a job description for the sexton position. After review, without discussion, the job description was approved. See attached.

Agenda item #6: Consideration of any other business that may come before the trustees.

Todd Colby recommended that the town provide reasonably priced, flush with the ground, corner markers to people purchasing burial lots as required by the rules and regulations governing the town's cemeteries. He said many patrons fail to do this as they may not be aware of this requirement. He said this has created problems with managing and organizing the grounds. He believed if the town provided this service the problem would be alleviated. The trustees agreed this would be a good idea, but raised concerns about the cost of the service, especially the material selected for the markers. Todd said he would research material options and their costs and report back to the committee.

The meeting adjourned at 10:02 am.

Respectfully Submitted,  
Michael Petriccione, Trustee