

## Town of Lisbon, New Hampshire

### **Cemetery Trustees Meeting Minutes for November 16, 2016**

Meeting convened at 9:00 a.m.

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

Agenda item #1: The minutes from September 28, 2016 were approved.

Agenda item #2: Update on contact with the New Hampshire Department of Justice.

Mr. O'Brien reported that, despite multiple attempts over the past four months, there has been no response from the state to provide guidance on several concerns the trustees have about cemetery practices. Recent phone calls have gone to voice mail with no response to date. Mr. O'Brien indicated that he will continue to make contact.

Agenda item #3: Discussion of maintenance at Grove Hill Cemetery.

Mr. O'Brien and Mr. Petriccione reported that they were pleased with the progress of work to straighten headstones and strengthen headstone bases. They met with Randy Whiting of Littleton Monument Company to discuss the work. Mr. Whiting indicated that work will continue as long as weather permits, with the focus on headstones in greatest danger of collapse. The trustees discussed the need for similar work required at the Salmon Hole Cemetery, noting that there are no funds available for such maintenance. Ina Lippard commented that grants may be available for the work because of the Revolutionary War soldiers buried there. The trustees agreed that this is an avenue that needs to be explored.

Agenda item #4: Charlene Chase letter.

Mr. O'Brien informed the trustees of Ms. Chase's letter recently received requesting the price paid for a burial lot purchased in 1985. He said he has responded to her request in writing. A copy of the letter will be placed in the correspondence file.

Agenda item #5: Status of amended deed.

Concerns regarding the legality of the deed used to purchase cemetery plots, concerns that the trustees had hoped would be resolved by feedback from the state's Department of Justice, have caused the trustees to create an amended document that adds space for the authorizing signature(s) of town selectmen. This amended deed was sent to Town Administrator Merhalski who has sent it to the town's lawyer for review.

Agenda item #6: Review of draft rules and regulations for Grove Hill Cemetery.

With Todd Colby in attendance providing his advice, the trustees reviewed and revised the draft of cemetery regulations. With the exception of minor adjustments to language and dates, few changes were made. A final draft will be prepared so it can be provided to those purchasing cemetery lots.

Additional Business.

Taking advantage of Todd Colby's attendance, the trustees asked if he would mind their approaching the town's selectmen regarding the creation of an arrangement that would allow Mr. Colby to continue his work as Cemetery Sexton. Mr. Colby gave his approval.

Finally, the need for creating a new set of cemetery maps for Grove Hill was discussed. This is an area that Mr. Colby knows better than anyone else. He suggested that consideration be given to acquiring a computer program that could be easily updated by the town and available to the public so that families would be able to locate gravesites. At the very least, he hoped that a new set of paper maps would be prepared, as the current set is in very poor condition. The trustees agreed that this is a matter that must be addressed in the near future.

The meeting adjourned at 10:32 a.m.

Respectfully Submitted,  
Michael Petriccione, Trustee