

Town of Auburn
Cemetery Trustees

March 29, 2023

1:00 PM

Trustees Present: James Thompson, Walter Milne, David Zaleski

Mr. Thompson called the meeting to order at 1:05 pm

This meeting is the Organizational Public meeting which was duly noticed.

Welcome new trustee: Mr. Thompson welcomed the newest trustee Mr. Zaleski to the board and presented him with keys to the cemeteries and a hard and electronic copy of the trustee manual. Mr. Thompson had previously gone over the manual and the processes involved in being a trustee responsible for the running of the cemeteries.

Election of Officers: Mr. Milne nominated Mr. Thompson to continue as Chairman which was seconded by Mr. Zaleski and unanimously approved by the trustees. Mr. Milne was nominated by Mr. Thompson to be secretary which was seconded by Mr. Zaleski and unanimously approved by the trustees.

Cemetery Fee Schedule: The fees for Dignified Cemetery Services have increased and are posted on the town website. Loren and Kristen from the Manchester Memorial Company have agreed to waive their fees for placing veterans foot stones at the Auburn cemeteries. It has been a pleasure to work with them over the years.

Veterans Flags: We are planning for the date of Saturday, May 13th for the annual placing of the flags on the veteran's graves. We are coordinating with Amy at Parks and Recreation and Mike Ouelette with the local scout troop. Approximately 250 flags are placed at the two cemeteries that morning.

Budget: We discussed the 2023 budget which was approved by the selectmen in September of 2022. Mr. Thompson stated that the budget was \$36,386 which was down from \$39,286 the prior year. The largest expenses were for cemetery mowing, fertilization and cemetery maintenance which accounted for \$32,500 of the total budget. There are only 3-4 gravestones slated for repair this year. We work with Keith at Cornerstone Cemetery Services for those repairs. The Trustees will continue to stake cemetery plots as needed. We are all set with supplies including corner pins and markers, stakes, trash bags, etc. If items need to be bought, we have an account at Candia Hardware.

Capital Improvement Projects: Mr. Thompson mentioned that the three projects worked on last year with ARPA Funds were all completed. We provided water via front and back spigots to

Longmeadow Cemetery, worked on erosion control and landscaping of Longmeadow Cemetery, and repaired 21 broken gravestones at both cemeteries.

Cemetery Trust Funds: We added \$9,600 to the maintenance fund through the sale of plots in 2022. The balance stands at \$23,700. The perpetual funds for the cemeteries are \$53,896.23 with \$2,832.73 available for the Village Cemetery and \$19,428.44 with \$14,743.94 available for Longmeadow. The Helen Eaton Fund has a \$69,563.61 balance with \$29,339.24 available.

Land Swap with Manchester Water Works (MWW): The town will swap land near battery point for land near Depot Road and behind the cemetery for future expansion. The Village Cemetery will receive an additional 200' by 500' (approx.) of land in the back of the cemetery. There are no plans to do anything with that land this year.

Village Hearse House: Mr. Thompson requested a motion to research the moving of the hearse house from its current location outside of the Village cemetery. It has not been used since 1914 for a horse drawn hearse. The motion was made to discuss options with the Auburn Historical Association to decide what to do with the building. The motion passed unanimously.

Lane maintenance: Mr. Thompson asked the Trustees to think about upgrades to the lanes (or roads) in the cemeteries. Should they be upgraded with gravel (or other aggregate) or have paved lanes which would be costly.

Seasonal volunteer work: There are always projects that the trustees will tackle or monitor including brush cutting, overseeing tree work, trash collection and poison ivy control. Dates of operations are from roughly April 1-December 1. Fall cleanup by the trustees usual happens in late November to mid-December depending on the weather.

Other business: Mr. Thompson said that there are 4 burials in queue for the Spring already. He is waiting to hear from the funeral homes regarding scheduling.

Mr. Thompson and Mr. Zaleski will attend the Spring Meeting of the NH Cemetery Association on April 13, 2023 at the Derryfield in Manchester.

A motion to adjourn was made at 2:05 by Mr. Thompson. Mr. Milne seconded the motion. All trustees were in favor, and the motion passed unanimously.

Respectfully submitted by Walt Milne, Recording Secretary