

**Town of Auburn  
Cemetery Trustees  
March 15, 2016**

**Trustees Present:** David Jenkins, Chairman; Don Dollard & Scott Norris

**Also Present:** Kathryn Lafond, Recording Secretary

Mr. Jenkins called the meeting to order at 6:30 p.m.

**Minutes**

February 23<sup>rd</sup>, 2016

***Mr. Dollard moved to accept the minutes of the February 23<sup>rd</sup>, 2016 public meeting as written; Mr. Norris seconded the motion; all were in favor, the motion passed unanimously.***

**Old Business**

Review Cemetery Rules and Procedures

The Trustees discussed various items to add in the Cemetery Rules and Procedures including:

Cremains held in the vault to be held at no additional costs,  
no stone, monument or memorial may be placed without permission from the Cemetery trustees, violations will result in removal or incurred \$100 fine,  
no fences, lampposts, bark mulch or benches shall be allowed,  
all interments are to be below ground in a concrete vault and not in the headstones.

The Trustees discussed the wording and placement in the document of these inclusions. “/gravesite” will be included after “lot” throughout the document for added consistency and clarification. The Trustees went on to discuss including a fee schedule in or attached to the document, citing the appropriate RSA in the document regarding no dogs but providing language for allowing service dogs and including language regarding unauthorized burials under the internment section of the document.

The Trustees agreed that the amended Rules and Procedures should be drafted and a proof should be distributed to the Trustees for their review, then the document could be presented by the Trustees to the Board of Selectmen for their formal adoption.

Copies of modified general procedures were distributed to the Trustees for their review, input to be provided at a later date. Inclusion of forfeiture language in the deeds was brought up, the Trustees would consult with Terry Knowles.

The Trustees agreed to try to schedule a meeting with the Trustees of the Trust Funds for the Cemetery Trustees next meeting to discuss the amounts that uses of the Cemetery Trust Funds.

The Trustees were informed of a workshop to be held on Wednesday, April 20<sup>th</sup> beginning at 9:00 a.m. at the Derryfield. Mr. Dollard will attend.

Mr. Jenkins noted that year to date expenditures are at approximately \$4,900.

The next Cemetery Trustee meeting is tentatively scheduled for April 19<sup>th</sup>, 2016.

Mr. Dollard provided an update of the mapping work being done.

***Mr. Dollard moved to approve the revisions of the Rules and Procedures as discussed with the condition that the final draft be reviewed by the Cemetery Trustees before they are formally adopted; Mr. Norris seconded the motion; all were in favor, the motion passed unanimously.***

***Mr. Dollard moved to approve the lot size of six gravesites in an 18 foot lot; Mr. Norris moved to second the motion; all were in favor, the motion passed unanimously.***

***Mr. Norris moved to adjourn the meeting; Mr. Dollard seconded the motion; all were in favor, the public meeting ended at 7:54 p.m.***