

Minutes for Cemetery Trustees

January 7, 2013

Meeting called to order at 4:45 PM. Those present: Geraldine Plotts, Mary Blank, Linda Russell, Roxanne G. MacConnell

December's minutes were read and changes made. Correction: Roxanne MacConnell was present at December's meeting, but not noted.

Patricia Little's letter of resignation was rec'd and will be added to these minutes.

Mary Blank also submitted a letter advising that she will not be running for another term in 2013 for Cemetery Trustee. This is distressing, considering that we are losing two of our most knowledgeable trustee's at or about the same time.

Jan Lane has agreed to fill one of the two Cemetery Trustee vacancies.

Roxanne clarified that she will be secretary for the Cemetery only.

A correction to the December minutes regarding the 990T update in cemetery needs to be replaced with the updated version in the Trustee update.

With corrections to be made, Linda moved to accept as corrected and Gerry seconded.

Condition of cemeteries: No one had checked the 3 as they were all snow covered.

\$606.14 for perpetual care funds due the town were paid by the Trustees of the Trust Funds out of the Oppenheimer Advantage Savings Common Trust account rather than Citizens Bank.

Patty has agreed to write the Cemetery Annual Report for the Town Report. Another reminder will be put in our report that when one walks his or her dog in the Cemetery, it is requested to clean up after one's dog should it be required.

There are no warrant articles that the Cemetery Trustees wish to bring forth, for the 2013 Town Meeting.

After Mary and Patty met with Peter Rhoades and his son, a ground water engineer, at West Yard regarding the downed stones, she spoke with Tony Davis, our Sexton, and Mr. Davis has agreed to do what repair he can on these stones during the summer when the Highway Dept has down time.

Mary advised that ten (10) Request for Proposals were sent out for Cemetery care and maintenance for 2013. Out of the 10 RFPs sent, only two (2) were returned, Vermont Hillside Lawn Services and JM Construction Fitzwilliam, NH LLC. It was noted that along with the (8) RFPs mailed, and 2 emailed, the RFP was posted at the Marlow Post Office and Town Office as well as in the Keene Sentinel for (3) days.

The Cemetery Trustees reviewed the (2) proposals returned. After serious review, Linda Russell said that because Vermont Hillside quote came in much less than JM Construction's and because of Vermont Hillside's proven history of exceptional work we should stay with them. The group agreed.

Mary advised that in regards to the 2013 budget, she had not received the final 2012 budget analysis yet. Mary advised she would prepare a preliminary budget and will email or make available copies to the trustee's and will submit said to the Selectmen, due on 1/25/2013. The trustees perused a copy of last year's budget and agreed that all line items would remain the same with the exception of the Village Cemetery Care and Maintenance , which would reflect an increase of \$70.

A check to John Clegg was put on hold because when we reinvested the \$10,000, the interest had to used for the reinvestment. We will cut him a check in January when the next interest comes due.

Next meeting will be February 4. It was discussed to start meetings at 4:45 rather than 4:30. All agreed to the new meeting time.

Meeting adjourned at 5:40 PM

Respectfully:

Roxanne G. MacConnell

Secretary of Cemetery Trustees