



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
CEMETERY TRUSTEES**

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*Minutes  
Cemetery Trustees  
November 5, 2019*

Meeting attendees: Trustees Ann Webb, Ann Somers and Brian Rater as well as Town Administrator Tad Putney.

**Brian** called the meeting to order at 6:30pm.

**TAP Sidewalk Project – South Main Street**

**Tad** provided three pages of the Preliminary Plans for the sidewalk project along Pine Grove Cemetery on South Main Street. He also shared copies of the NH Division of Historic Resources (DHR) Project Review document that had been completed and signed on October 23, 2019. He said that DHR had requested the cemetery trustees approve the construction of the sidewalk given that it is within 25 feet of the cemetery. He noted that DHR was also recommending archaeological monitoring during excavation along the cemetery. **Tad** said that monitoring was done several years ago when the sidewalk was constructed on the Route 130 side of the cemetery and it would be done again for the upcoming project. **Ann Webb moved, seconded by Ann Somers, to provide the cemetery trustees' approval to construct a sidewalk along the South Main Street portion of Pine Grove Cemetery; Voted Yes 3-0.**

**Bookkeeper Stipend**

**Tad** reviewed the cemetery portion of page 168 of the 2018 town report, which provides information on the town's trust funds. He said the annual stipend for the bookkeeper of the trust funds, currently \$1,600, has historically been paid out of the annual funds paid to the cemetery trustees for cemetery maintenance. He said that the bookkeeper recently resigned, and it looks like **Sharon Sturtevant** will replace her. **Tad** said this will be helpful as it will bring the bookkeeping function within the town hall. He said his plan is to ask the Selectboard at their next meeting to approve a \$2,000 increase in the 2020 Executive budget for payment of an annual bookkeeper stipend. He asked that the Cemetery Trustees correspondingly reduce their 2020 Cemetery budget by \$2,000 (from \$20,000 to \$18,000), so there would be no net increase in the budget. **Tad** said this approach will remove the bookkeeper stipend from the cemetery funds moving forward. After further discussion, **Brian moved, seconded by Ann Somers, to change the 2020 Cemetery budget from \$20,000 to \$18,000 if the bookkeeper's annual stipend is paid from elsewhere in the town's operating budget; Voted Yes 3-0.**

Meeting adjourned at 7:06pm. Minutes submitted by Tad Putney.