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**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
Cemetery Trustees**

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<http://www.brooklinenh.us>

***Brookline Cemetery Trustees Minutes  
Friday, March 4, 2022***

Meeting held in person at Town Hall and via Zoom

**Attending:**

Brian Rater, chair

Ann Somers, secretary, via Zoom

Judy Cook, member

*Not present: Mike Wenrich, sexton*

The meeting opened at 11:07 a.m. There was no public input.

*Two items were added to the agenda: budget process discussion,*

**Brian** raised a question about an invoice for work done in December 2021, dated in December, and ultimately paid in February. **We voted unanimously that as it was part of costs for 2021, it would be recorded as coming from the 2021 budget.**

The **minutes** from January 21<sup>st</sup> were approved unanimously as written.

**Sexton report**

**Mike** was not available for this meeting. **Judy** reported that she had visited Mike at the new DPW building, and he is planning to provide working and storage space there for the Cemetery Trustees in support of his position as Sexton. The Sexton records will be the official ones, including the Excel file that Judy currently is polishing for permanent use. **Mike will continue to use the handwritten notebook(s) and the interment forms** ("packet" still under development) for burials, and will forward the necessary information to the Town Clerk. We are mindful that eventually these responsibilities will pass to other hands. For the present, **Judy will continue to improve and maintain the Excel file records.**

### **Updated Code of Conduct**

**Judy moved, Ann seconded, and we all voted (J-Y, A-Y, B-Y) to acknowledge receipt of the updated Brookline Code of Conduct**, which was adopted by the Selectboard on December 27, 2021 for implementation effective March 1, 2022.

### **Update on Pine Grove documentation/Right to Inter recordkeeping**

**Judy** reported that she has documented “every body in the ground” to the degree possible at Pine Grove and Lakeside cemeteries. She has reviewed all information available from Town Reports from 1980 to the present for information regarding burials and plot purchases in order to establish ownership so that we can establish which unused plots may be available, and from whom. She has found multiple errors in names, plot numbers, and even cemeteries, from the era before the Cemetery Trustees were established in 2014. She plans to do further research in older materials available at Town Hall through Town Clerk Patti Howard. She noted that Mike wants to know which of the currently unused plots and gravesites are available for current purchase. Judy will color code the plots identified as vacant, and separately the plots for which the Right to Inter has been purchased.

**Judy** spoke to the irregularities and inconsistencies over the years in the numbering (and selling) of gravesites within 20’x20’ plots. She questioned how we should divide up new plots for gravesite sale when irregular numbers of sites are wanted that don’t fit into our current A-B-C-D quadrant layout, leaving odd numbers remaining, perhaps less salable. We talked about numbering gravesites within a plot by location rather than by death sequence. Judy proposed that we incorporate Rights to Inter into the Excel file so it will be clear who has paid for which gravesites even as prices (her current proxy for numbers purchased) change over the years. The outcome of this must be incorporated in the Right to Inter form that both Sexton and Owner will hold. Ann strongly suggested that visuals be included along with the letter/number designations. Judy said that this could be done on the Sexton’s worksheet, which has plot drawings, and included with the packet information.

**Brian** pointed out that burial needs have changed from the years when families spent their entire lives in town, bought full plots, and used them fully. We agreed that **we need to meet at Pine Grove with maps and a worktable** to sort out where we might still want 20’x20’ plots and where we might like to do something different. We are partially constrained by the still-pending South Main Street sidewalk project. **Ann** noted that we can certainly continue with two or three more rows of 20’x20’ plots in the southwest section where the new graves are currently being sold, so can take our time to envision what we want in the rest of the section. [Which would be T1-WW in her photo numbering system]

### **Lakeside lots availability**

There are many gravesites available at Lakeside Cemetery. From 2014, at the first meeting of the Cemetery Trustees, they are to be used for cremains only due to the underlying terrain. There may be some full burials grandfathered. Brian raised the idea of including columbaria – and we agreed that that would not be acceptable at Lakeside. Judy suggested that we measure the plots for an inventory of what is available.

### **Benches at Pine Grove**

**Brian** will raise the question of a benches project at the next Lions meeting.

### **Pet waste management**

No action; **Mike** was to pursue signage.

### **Review of future projects and tasks** (not covered above)

1. Signs for North Cemetery: No action currently, but gate construction is under way by John Weidman (Judy)
2. Cemetery fencing resolution at Pine Grove and Lakeside (Mike)
3. Management of flat markers (Judy and others)
4. Cemetery in the Woods kiosk (Judy)
5. Removal of silver maples, stump grinding, trimming of maple on Melendy Way (west) (Mike to lead)
6. Extend irrigation system (Mike)
7. Complete North Cemetery stone wall (Peter Webb has volunteered)
8. Flag holders for veterans (being scheduled and managed by Ann and Peter Webb with Judy lists)

The meeting was adjourned at 12:25 p.m. The next meeting will be Friday, April 1, 2022 at 11:00 a.m. at Town Hall.

Minutes submitted by Ann C. Somers