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

**P.O. BOX 360 – 1 Main Street  
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<http://www.brooklinenh.us>

***Brookline Cemetery Trustees Minutes  
August 19, 2022***

Meeting held in person at the Brookline Public Works building and via Zoom

**Attending:**

Brian Rater, chair  
Ann Somers, secretary, via Zoom  
Judy Cook, member

Mike Wenrich, sexton

The meeting opened at 1:41 p.m. There was no public input.

**Approve minutes**

The minutes from July 22<sup>nd</sup> were approved unanimously as written: **Judy-Y, Brian-Y, Ann-Y.**

**Sexton's report**

**Mike** reported that 17 trees and 16 shrubs have been removed from Pine Grove, the trees with the assistance of Daryl Pelletier and the shrubs by BPW personnel. There are a small number of shrubs still to be removed, and the stumps remain to be ground. Most of the work went smoothly, but one large sugar maple with dead branches caused some vehicle damage, a cost that the Cemetery Trustees will absorb.

**Irrigation** planning continues, with **Judy** and **Mike** determining the layout, Judy researching the spigots with an eye to ease of use and reliable water cutoff. With Mike's estimate of 2,000 ft of piping required, along with spigots, fittings and support boards, **Judy moved, Ann seconded, and all voted in favor of authorizing Mike to spend up to \$3,000 to procure materials for the irrigation system:** Ann-Y, Judy-Y, Brian-Y This motion supersedes a prior motion on the same subject.

After the irrigation system has been completed and the tree stumps have been ground, **Mike** will ensure the filling in of the deepest of the road ruts with gravel.

In response to a citizen question passed on by Ann, **Mike** stated that the cemetery mowing schedule is based on the growth patterns, not the calendar.

**Anticipating changes:** **Mike** noted that we can reasonably rely through 2023 upon the excellent services of Pedro, our gifted groundskeeper who works for Farwell Construction, but that most likely we will need to turn to other resources beginning in 2024. As **Mike** develops the BPW he will be mindful of and incorporate the needs of Brookline's cemeteries along with all the other properties, sidewalks, etc., which fall under the Department's purview.

### **Expenditures**

**Mike** presented several invoices for approval:

- \$9,350.00 to Daryl Pelletier for tree removal.
- \$583.73 to Chadwick BaRoss: Invoices for \$306.30, \$29.70 and \$247.73 for parts to repair the truck damaged in the course of tree removal.

**Judy** presented an invoice for approval:

- \$120.97 to Judy Cook, to reimburse a payment to Atlas Preservation for materials for gravestone repair.

**It was moved and seconded that we approve the above expenditures:** **Ann-Y, Judy-Y, Brian-Y.**

### **Review of Trust Funds**

**Brian** provided a YTD **budget** track sheet and reviewed the details with us. All agreed we are on a satisfactory track with some manageable deviations. **Judy** and **Ann** are particularly interested in seeing reports from the Trustees of the Trust Funds on a routine basis. As we met, **Mike** contacted Executive Assistant Sharon Sturtevant, who will forward the records to him.

### **ARPA Funds available**

The Selectboard recently posted a notice that ARPA funds were available, and any town entities with an interest were invited to present a request. Acceptance will be based on addressing at least three of four specific criteria. After some discussion we agreed that pursuing this effort was not practical.

### **Irrigation, mapping and display**

**Judy** continues to work toward an updated map for Pine Grove, with a goal to have working maps of Pine Grove and Lakeside cemeteries displayed and available for notation on a wall in the BPW building. Adjacent would be a whiteboard for monitoring tasks. We all agreed that this is a worthy addition. **Judy moved, Ann seconded, and all voted in favor to provide Mike a budget not to exceed \$750 to procure the appropriate boards and associated supplies, the funds to come from the Cemetery Irrigation Trust Fund:** **Judy-Y, Brian-Y, Ann-Y.**

**Judy** has laid out the proposed updated irrigation system for Pine Grove on her current copy, and **Judy** and **Ann** will work together on laying out plots for the future in the SW corner that currently is vacant, subject to **Mike's** approval. Tentative plans are to mimic the historical 20'x20' pattern plus service roads, but to adapt it to today's needs, which are more for individuals and less for large families. **Ann will use a sidewalk-project map to sketch in an estimate of the western boundary along South Main Street.**

### **Benches at Pine Grove**

**Ann** reported that she had had a very productive meeting with **Sue Haight** on the subject of benches. Sue suggested that two-person concrete benches (there are some examples near South Main Street) situated in several places where some shade was available would be a nice addition to the cemetery, and Sue and Ann walked around and identified several locations where benches of this size could easily be tucked in and provide pleasing vistas. Judy expressed continued interest in the park bench Trex style we originally considered. We will explore both possibilities further.

**Ann** noted that there were two family-installed benches with wooden slats that are in notably poor condition. **Judy** or **Mike** will pursue resolution.

### **Fence at Lakeside – traffic safety concern**

**Ann** reported that she had reviewed her concerns about entering Mason Road from the cemetery road, and determined that the potential fix was not as simple as she had anticipated, and that the risk level doesn't justify any action at this time.

### **Completion of stone wall at North Cemetery**

**Mike** will check with Peter Webb; the weather this year remains a challenge.

### **Cemetery in the Woods**

Most likely in October, **Brian** with Brendan will clean the fencing and remove any small trees, and **Judy** will complete the kiosk update.

### **Forms and packet**

**Mike** and **Judy** will continue to consult. Development is proceeding organically as questions arise.

### **Update on records**

**Judy** reported that this has moved to the mopping-up and maintenance stage for the genealogical data and burial records. She and **Ann** will be consulting as needed over pictures and any data discrepancies that show up, and Judy will add records as new burials take place.

### **Update on monument cleaning/restoration**

**Judy** reported that she has cleaned about one third to one half of the Pine Grove monuments – the easier ones – with the added recent help of a community service volunteer.

### **Creation of a cemetery association**

**Judy** noted that as she cleans monuments many cemetery visitors stop to chat, and express pleasure in the improvements and efforts. **Mike** noted that the periodic updates **Ann** puts on Facebook community pages draw positive comments. These contacts may be helpful toward developing an association; at present we are focused on other concerns and will postpone any other active effort.

**The next meeting** is scheduled for Friday, September 30, 2022, at 11:00 a.m. at the Public Works building and via Zoom. We also scheduled a meeting for Friday, October 28<sup>th</sup> at 11:00 a.m.

The meeting was adjourned at 3:37 p.m.

Minutes submitted by Ann C. Somers