

Cemetery Trustees  
October 1, 2012

Present: Linda Russell, Mary Blank, Patty Little, Roxanne MacConnell

Minutes

Minutes of the September 10, 2012 were reviewed. On motion by Patty, voted unanimously to accept as printed.

Condition of Cemeteries

Mary reported that many of the monuments in the West Yard Cemetery have leaned or toppled over since the last time the cemetery was visited, which she believed was sometime in August. In addition, the cemetery needs mowing. The weather has been very dry, but lately there has been considerable rain. This has probably something to do with the leaning stones. There is \$4,903 in the West Yard Trust Fund and that only the income of \$2,900 could be available for the repair of the toppled headstones in the West Yard Cemetery. Mary suggested that someone from the NH Cemetery Association be contacted to look at the situation and make any recommendations. It was suggested that perhaps a grant for the repairs could be obtained.

Monument Restoration

Mary indicated that she is placing pink ribbons on all of the work by John Clegg on monument restoration work and that she is confident that he is doing what he is contracted to do. She noted that the Trustees had reinvested the \$5000 McCourt Trust and sufficient funds to pay Mr. Clegg for his services would not be available until December 16<sup>th</sup>.

IRS

Mary indicated she had called the Internal Revenue Service again today. It could be expected that it will take 90 plus days to process the request for reimbursement. The W9 and W10s were prepared and it shows the interest as accumulated.

RFP for mowing

The Trustees reviewed the scope of work for the cemetery. No changes were recommended. It was suggested that the timeline for the proposals to be returned should be Dec. 15<sup>th</sup>. The request for proposals should be published in The Keene Sentinel and copies of the request should be mailed to the following interested parties: Barry Williams, MJS Landscaping, Ganio Land Management, Kunze Landscaping, Connecticut Valley Yard Works and Vermont Hillside. Patty offered to update the proposals with a current timeline.

### Resignation

Patty reiterated her intent to resign from the Trustees of Trust Funds and the Cemetery Trustees as of December 31, 2012.

### Reinvestment for Potential Greater Earnings

The Trustees continued their discussion of the various investment opportunities. Monies placed in an insured cash sweep (ICS) could be withdrawn at any time if there were other opportunities to increase the earning potential. It should be understood that Citizens Bank would not be able to do any reporting of funds not deposited with them. Currently Oppenheimer has 78% of the Common Trust in their holdings and Mary does the per plot disbursements.

A motion by Patty to take 75% of the Common Trust and the Cemetery Trusts and place them in an insured cash sweep at .50% and a 5 year certificate of deposit at 1.54% passed unanimously.

### Village Cemetery Map

Mary noted that the interment map of the Village Cemetery was ready for pick up at The Keene Sentinel. It measures 33 inches by 51 inches and will need a frame built. A reference to the map should be included in the town report. The map will be installed on an exterior wall of the garden shed and potentially housed in the town hall during the winter months.

Respectfully Submitted,

Patricia A. Little  
Secretary