

Minutes of the Town of Lee Cemetery Trustees

September 21, 2022

Cemetery Trustees present: Peter Hoyt, Chairman; Donna Eisenhard, Bookkeeper and Jeff Liporto.

Others present: John Tappan, Trustee of Trust Funds.

1. Chairman Hoyt called the meeting to order at 3:30 p.m.
2. Minutes of the August 10, 2022 meeting were reviewed and approved.
3. Mrs. Eisenhard reported another problem had arisen in regards to the DeLong return of a cemetery plot. It seems Nancy DeLong is not deceased. Mr. Auger, her representative, never at any point said either way and Mrs. Eisenhard said she never asked directly, she just assumed. To that end, the check for reimbursement is being returned as it cannot be deposited as it is made out to The Estate of Nancy DeLong. Another will have to be issued made out to just Nancy DeLong. A lengthy discussion followed regarding a form being sent, when anyone requests to surrender a plot, with certain items on it such as name, address and telephone number of plot owner & reason for surrender. In case of an appointed representative, their name, address and telephone number plus relationship to plot owner shall be on form. The form is to be signed by plot owner or. If plot owner is deceased, said representative shall sign and date on the form. In the case of multiple owners, both must sign. Form will also indicate to what address check is to be mailed. Trust Fund Trustee Tappan agreed there is a need to accompany checks with said form to create a paper trail. He offered several suggestions of what should be included on form in regards to co-owners who may be divorcing, persons requesting on behalf of owners, assignees, etc. Mrs. Eisenhard will create a form which will then be reviewed by Trustee Tappan and the Town's attorney to insure we have all the information we need to prevent future problems. A copy of some of Trustee Tappan's suggestions presented becomes a permanent part of these minutes.
4. Chairman Hoyt stated three burials are planned for the next three months.
5. Chairman Hoyt stated he has a request for a small monument with a poem on it on a plot already having a larger upright one. After a discussion, the Trustees agreed to amend the bylaws by adding under Monuments & Markers: Trustees have discretion to make exceptions to grave regulations based on specific circumstances
6. Chairman Hoyt informed those present Orion Tree Service will be removing the three diseased larches in Lee Hill Cemetery. Estimate for removal is \$3000.
7. The 2023 Budget was discussed. Another category titled Internments is being added with an amount that will cover hiring an excavator for full body burials when necessary. With adjustments the budget totaled \$7900. Chairman Hoyt said he will be presenting it at the Budget Hearing. A copy of said budget becomes a permanent part of these minutes.
8. Mrs. Eisenhard informed those present the custodian of the Randall Private Trust Cemetery will be contacting the Trust Fund Trustees to add another \$2000 Trust to cover that cemetery.
9. Chairman Hoyt stated KDP Landscaping has concluded their trimming and pruning of trees, bushes and hedges in Lee Hill and Old Parish Cemeteries. There is a tree in the back corner of Old Parish which may need to be removed at later date.
10. There being no further business, meeting was adjourned at 4:15 pm.

Minutes recorded by:

Donna F. Eisenhard

Donna F. Eisenhard, Bookkeeper

Minutes accepted by:

Peter Hoyt

Peter Hoyt, Chairman

Donna Eisenhard

Donna Eisenhard, Bookkeeper

Jeff Liperto

Jeff Liperto

11/16/22

Date