



TOWN OF CHESTERFIELD, NH
CEMETERY COMMISSION

Monthly Meeting - 10 October 2023 - 6:30 P.M.
Chesterfield Historical Society
518A Route 63, Chesterfield, NH

MINUTES

Roll Call / Attendance

Present: Ed Cheever, Neil Jenness (left at 7:20 P.M.), Jeff Titus and Margaret Winn (Commissioners), Chris Flagg (Sexton), and Gary Winn (Selectboard Representative)
Absent: Nancy Aichele (Commissioner).

Call to Order

Margaret Winn called the meeting to order at 6:30 P.M.

Approval of Minutes

Ed Cheever made a motion to approve minutes of the last meeting, held on September 12, 2023 at the Chesterfield Historical Society (Friedsam building). Neil Jenness seconded the motion. Vote was unanimous in the affirmative to approve the minutes.

Correspondence / Communications / News Updates

None.

Sexton's Report

Budget Review - Copies of the cemetery budget, updated as of October 7, 2023 [week 40], were distributed and reviewed. Also discussed was the upcoming budget for 2024.

Cemetery Damage / Repairs / Upkeep - Chris Flagg reported that he and his crew have been working to complete end of season projects.

Monument Repairs / Placements - None.

Personnel / Time Off - None.

Upcoming Burials - Chris Flagg reported that there are two upcoming burials scheduled; one on October 12 at Chesterfield West and one on October 21 in Spofford Village.

Old Business

Burial Intentions Form - Copies of an updated burial intentions form were distributed and reviewed. Said form is for the purpose of allowing lot owners to state preferences regarding the assignment of plots within their lot, thus providing guidance to the Sexton and commission as burials occur. Based on additional discussion, the draft will be updated further.

New Business

2024 Annual Budget - Copies of the proposed budget for next year were distributed, reviewed and discussed. Margaret Winn provided background for several line items. Neil Jenness made a motion to recommend the proposed budget as presented. Jeff Titus seconded the motion. Vote was unanimous in the affirmative to submit the proposed budget of \$64,205.00 for consideration at town meeting.

2024 Warrant Articles - The following appropriations were discussed and approved.

Cemetery Truck Replacement Expendable Trust Fund. On a motion by Ed Cheever, seconded by Neil Jenness, vote was unanimous in the affirmative to recommend the addition of \$6,000.00 to this fund.

Cemetery Mower Replacement Expendable Trust Fund. On a motion by Ed Cheever, seconded by Neil Jenness, vote was unanimous in the affirmative to recommend the addition of \$2,500.00 to this fund.

General Cemetery Care Expendable Trust Fund. On a motion by Ed Cheever, seconded by Neil Jenness, vote was unanimous in the affirmative to recommend the addition of \$750.00 to this fund.

Other / As Needed

Report of Lots Sold / Purchased - None.

Master Planning / Future Cemetery Expansion - None.

Next Meeting

Tuesday, April 9, 2024.

Adjournment

Margaret Winn made a motion to adjourn the meeting. Ed Cheever seconded the motion. Vote was unanimous in the affirmative to adjourn the meeting at 7:30 P.M.

Respectfully Submitted,

Jeffrey W. Titus
Commissioner (Secretary)

Document Status

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Approved: 23-Oct-2023 CCC