



TOWN OF CHESTERFIELD, NH
CEMETERY COMMISSION

Monthly Meeting - 09 April 2025 - 6:30 P.M.
Chesterfield Historical Society
518A Route 63, Chesterfield, NH

MINUTES

Roll Call / Attendance

Present: Ed Cheever [arrived 6:52 P.M.], Karen Denzler, Bruce Potter, Jeff Titus and Margaret Winn (Commissioners), James Whittier (Sexton) [arrived 7:05 P.M.], Gary Winn (Selectboard Representative).

Absent: None.

Call to Order

Margaret Winn called the meeting to order at 6:37 P.M.

Election of Officers

Bruce Potter made a motion that Margaret Winn and Jeff Titus continue serving for the upcoming year as Chair and Secretary, respectively. Karen Denzler seconded the motion. Vote was unanimous in the affirmative to elect Margaret Winn as Chair and Jeff Titus as Secretary.

Approval of Minutes

Margaret Winn made a motion to approve minutes of the last meeting, held on November 13, 2024 at the Chesterfield Historical Society (Friedsam building). Ed Cheever seconded the motion. Vote was unanimous in the affirmative to approve the minutes.

Correspondence / Communications / News Updates

Margaret Winn attended the NH Cemetery Association spring meeting held on April 8, 2025, at the Derryfield in Manchester, NH. She provided a brief summary of the presentations, which included one by Erin Moulton: "The Beginner's Guide to Cemetery Sleuthing" and another by Terry Knowles: Information on Perpetual Care. Margaret noted that we have older trust funds which will require corrective action based on the information received. She further noted that we may wish to have a discussion about modifying our forms to allow for use of a "rights of internment" form instead of a formal deed. More discussion after additional review.

Sexton's Report

Budget Review - Expense report for week(9) ending 04/05/2025 was reviewed and discussed. It was noted that the overall budget stands at 94% remaining.

Cemetery Damage / Repairs / Upkeep - Margaret Winn reported on repairs to the cemetery truck. Discussion followed regarding possible use of other repair services. James Whittier reported on spring cleanup, as well as the straightening and repair of stones in several cemeteries, including: Ebenezer Robertson stone in Noyes Robertson Coolidge Cemetery, four broken and two tipped over stones in Chesterfield West Cemetery, Higgins stone tipped over at Ware-Joslyn Cemetery and partial collapse of the southeast wall at the Thompson-Chamberlain Burying Ground. Also discussed was brush-hogging of the Friedsam Cemetery and options for continued operation of the water fountain at the Chesterfield West Cemetery.

Monument Repairs / Placements - Margaret noted a newly received military veterans marker needing placement in the Chesterfield West Cemetery.

Personnel / Time Off - James Whittier and Russ Mundell have started work for the 2025 season. Kevin Pike may join them at a later date. No time off noted.

Upcoming Burials - Upcoming burials include the following: one (possibly two) at the Timothy N. Robertson Burying Ground, one at Spofford Village Cemetery and one at the Friedsam Cemetery (scheduled for May 3rd).

Old Business

None.

New Business

Review of Friedsam Cemetery boundary lines. It was agreed that a site visit to Friedsam Cemetery should be scheduled, with David Mann in attendance, in order that existing boundary markers be located and reviewed, along with related discussion of possible next steps.

Other Business

Jeff Titus provided a brief overview of the D2 cleaning program for the new commission members.

Next Meeting

Wednesday, May 14, 2025.

Adjournment

Jeff Titus made a motion to adjourn the meeting. Ed Cheever seconded the motion. Vote was unanimous in the affirmative to adjourn the meeting at 8:00 P.M.

Respectfully Submitted,

Jeffrey W. Titus
Commissioner (Secretary)

Document Status

Draft: 10-Apr-2025 JWT
Approved: 14-May-2025 CCC