



TOWN OF CHESTERFIELD, NH
CEMETERY COMMISSION

Monthly Meeting - 14 May 2025 - 6:30 P.M.
Chesterfield Historical Society
518A Route 63, Chesterfield, NH

MINUTES

Roll Call / Attendance

Present: Ed Cheever, Bruce Potter, Jeff Titus and Margaret Winn (Commissioners), James Whittier (Sexton) [arrived 6:50 P.M.].

Absent: Karen Denzler (Commissioner), Gary Winn (Selectboard Representative).

Call to Order

Margaret Winn called the meeting to order at 6:32 P.M.

Approval of Minutes

Ed Cheever made a motion to approve minutes of the last meeting, held on April 9, 2025 at the Chesterfield Historical Society (Friedsam building). Bruce Potter seconded the motion. Vote was unanimous in the affirmative to approve the minutes.

Correspondence / Communications / News Updates

None.

Sexton's Report

Budget Review - Expense report for week ending 05/10/2025 was reviewed and discussed. It was noted that the overall budget stands at 87% remaining.

Cemetery Damage / Repairs / Upkeep - James Whittier reported on two recent burials at Friedsam Cemetery made more difficult due to excess water from recent rains. Damage resulting from equipment operating on soggy ground will require work to fix once the ground is sufficiently dry to allow it.

Monument Repairs / Placements - James Whittier reported on ongoing efforts to repair a number of toppled and leaning stones in several locations as noted in minutes from last month.

Personnel / Time Off - James Whittier reported that he has received applications from two individuals seeking part-time employment. Commissioners approved moving forward with the first of these, and possibly the second, pending a review of the payroll budget. No time off noted.

Upcoming Burials - Upcoming burials include the following: two cremation burials at the Chesterfield West Cemetery (6/7 and 7/12), one at Spofford Village Cemetery (6/14 or 21), with another previously planned at Spofford removed from the schedule.

Old Business

None.

New Business

Review of Friedsam Cemetery boundary lines. Margaret Winn and Jeff Titus visited Friedsam Cemetery, and, utilizing the original survey map prepared in March 1965 (at the time the cemetery was established) walked the stone wall perimeter to verify the location of existing boundary markers and pins. They also noted the areas within these boundaries with regard to terrain and capability to provide for eventual expansion of both regular lots and potential green burial space.

Chesterfield Happenings. Margaret Winn mentioned the possibility of contributing cemetery news items to the town newsletter. Discussion ensued with no action taken.

Solar Power Project. James Whittier reported on a proposal to purchase a solar power system for use in powering the water fountain and and faucets (and battery charging) in the Chesterfield West Cemetery. Discussion and questions followed. **On a motion by Ed Cheever, seconded by Bruce Potter, vote was unanimous in the affirmative to approve a Not-to-Exceed (NTE) Amount of \$2,750.00 for purchase of equipment as recommended. Funding for this project to be as follows: one-half (1/2), or \$1,375.00, from the General Cemetery Care Expendable Trust Fund and one-half, or \$1,375.00, from budget account 4195.15 for Maintenance/Projects.**

Other (Items as needed)

Report of Lots Sold/Purchased: None.

Master Planning/Future Cemetery Expansion: Not discussed.

Friedsam Cemetery: Reports were received from a recent funeral service held at Friedsam Cemetery that a participant drove over several veterans graves along the edge of the perimeter road there, resulting in minor damage, including displacement of a gravestone and a bent flag holder. It was decided to make contact with the individual involved to seek corrective action and restitution for damages.

Next Meeting

Wednesday, June 11, 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 8:25 P.M.

Respectfully Submitted,

Jeffrey W. Titus
Commissioner (Secretary)

Document Status

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