



Town of Waterford
Cemetery Committee
Meeting Minutes
05/12/2026, 6:00pm
Davies Library

In Attendance: Lyn Fleming, Mark Harpin, Gary Allard, Ashley Whitehill, and Deb Benoit.

Deb Benoit called the meeting to order at 6:00 PM.

Modifications to Agenda

- Citizens' Concerns were moved to the end of the agenda.

Approval of Meeting Minutes

- Mark Harpin moved to approve the minutes of the March 24, 2026 meeting. Gary Allard seconded the motion. Motion passed by acclamation of members present.

Elect Chair

- Gary Allard nominated Deb Benoit as Cemetery Committee Chair. Ashley Whitehill seconded the motion. Motion passed 4-0-1.

Fencing

- Fencing for Riverside Cemetery is planned to be scheduled during May.
- The town Highway Dept will not be able to install the fencing as was previously planned. Deb Benoit and Mark Harpin had a conversation with Danny from Heath Raymond Construction who offered his services.
- Deb passed out copies of the quote she received from Danny for the cost of installing the fence and extending the driveway to prepare for the expansion of Riverside Cemetery.
- They received approval from the Selectboard for this expenditure in a previous Selectboard meeting.
- Lower Waterford Cemetery needs some repairs. The fence needs to be replaced and moved higher off the ground to allow weed wacking. The tree stumps need to be removed and the ground leveled. The abutting land owners will need to agree before the work can begin.

Riverside

- Mark Harpin shared with the group that Riverside Cemetery requires expanding the road to sell more lots in the newly surveyed areas.
- There is \$16,000 in ARPA money, some money from donations, and about \$4,000 from lot sales last year. These funds are available and were approved for use.
- Danny has done work for the town in the past. The quality of his work and insurance information are already established.
- Mark Harpin moved to accept the bid from Heath Raymond Construction. Lyn Fleming seconded the motion. Motion passed 5-0.
- Deb and Mark agreed to sort out the details of abutting property owners and the certificate of insurance.

Sophomore Stewardship

- Deb Benoit reported that Sophomore Stewardship Day went very well. About 45 kids total helped clean about 100 gravestones throughout the day.
- The weather was too cold to spray D2, so the cleaning was done with water and scraping. Deb suggested organizing a plan to return in June/July to spray them with D2.
- Lyn Fleming shared her appreciation that the kids were so focused and interested in the project. She offered to write a thank you letter to the school.
- Mark Harpin requested sending a thank you letter to John Tremblay who supported the use of his lift to install the lights on the flag pole.
- Deb requested sending a thank you letter to the family of Meryl Jones who wrote in Meryl's obituary that donations should be sent to the cemetery. The town received two donations referencing the obituary.
- Lyn agreed to write the two extra thank you letters.

Mowing Bids

- This is the last year on the three year mowing contract. There may be the option to renew the contract.

Memorial Day- Flags

- Gary Allard did not get a response from the Legion about the Memorial Day flags. The group planned to install the flags.
- Lyn Fleming noted that they will need more flags because last year she found several veterans not accounted for on the list.

Update Pricing

- The updated lot pricing was approved at the previous Selectboard meeting. The option for four and eight size lots were removed and single lot sizes were added. The price per lot did not change.

- Mark Harpin learned the price of the burial has increased. He also suggested calling the other local cemeteries to compare pricing. He believes Waterford's lot prices may not be in the same range and a price increase may be appropriate. The group agreed to work on the project this winter.

Signs Install

- Mark Harpin and Gary Allard will get the new signs installed.

Citizen's Concerns

- Deb Benoit read a notice she received from Beth Kanell. Beth included photos of a gravestone in Cushman Cemetery that needs to be repaired. She received a quote for \$250 from Hill House Estates who previously had a contract with the town of Concord for working on their cemeteries. She offered to chip in funds and ask neighbors for donations. She sent the notice to make sure the plan is approved by the Cemetery Committee.
- The group agreed Beth should proceed with her plan. Deb agreed to let her know she has received permission and let her know how they can proceed.

Agenda Items for Next Meeting: July 14 Working Meeting 5:30pm Lower Waterford Cemetery

- Spray D2
- Review the policy about citizens digging and filling plots themselves

Adjourn

- Ashley Whitehill moved to adjourn, seconded by Gary Allard, approved by acclamation of members present. Meeting was adjourned at 6:27 PM.