Draft Unapproved

South Buxton Cemetery Association
Board of Directors' Meeting
August 11, 2026

President Chad Poitras called the Board of Directors' meeting to order at 6:00 PM at Buxton Town Hall. Twelve directors were present: Kimberly Beam, Peter "Pete" Ciaramella, Jeffrey "Jeff" Grover, Brenton "Brent" Hill, Charlene Libby, James "Jim" Michie, John Myers, Nicholas "Nick" Pinkham, Chad Poitras, Chris Sargent, Ron Smith, and Robert "Butch" Yarumian. Employee Trapper Proulx was also present. Director Peter Pinkham was unable to attend.

Chad and the Board thanked Peter Ciaramella and Trapper Proulx for their work keeping the cemetery looking its best.

Chad and the Board also thanked Ron and Chris Smith for paying the Association's bills, managing its financial records, and providing additional support.

Superintendent John Myers reported that 21 burials had been completed to date this year: 4 full burials, 3 cremation burials in the columbarium, and 14 additional cremation burials. At the same time last year, 20 burials had been completed: 6 full burials and 14 cremation burials. A reburial in the Locke Section is being planned for September. Steven Burgess will be moved from a grave with family members to a grave beside his grandfather, Milton Burgess. The Association has received requests for information about 6 additional cremation burials, but no dates have been set. Ten graves and no columbarium units have been sold this year, compared with 3 graves and 1 columbarium unit last year at this point in the year. Nine concrete foundations for headstones and footstones have been completed, compared with 10 at this time last year. John noted that the pumphouse exterior needs attention. The building is sound, but its cedar shingles, believed to date to the 1940s, have been painted many times. The exterior needs repainting or replacement shingles. Jim Michie said he would like to raise the well and pumphouse. John had no other concerns to report to the Board.

Jeff Grover moved to accept the Superintendent's report as presented. Ron Smith seconded the motion. The motion carried.

Treasurer Ron Smith provided a Statement of Activity Comparison for January 1 through July 31, comparing 2026 with 2025. Total revenue was $48,436 in 2026, compared with $48,029 in 2025. Total expenses were $48,311, compared with $52,759 in 2025. Steven Caminiti of UBS Financial Services will review the UBS investments later in the meeting when he arrives. A certificate of deposit was renewed at Partners Bank. Bank staff would like to attend the next Board meeting to review investment options available to the Association.

Jeff Grover moved to accept the Treasurer's report as presented. Chad Poitras seconded the motion. The motion carried.

Steven Caminiti, UBS Senior Vice President of Wealth Management, Financial Advisor, and Senior Portfolio Manager, reported a UBS fund balance of $603,000. He explained that 75% of the funds are invested in a growth fund that he described as not overly aggressive. When the Association begins withdrawing income, he recommends a 4% withdrawal rate, with a hoped-for return of 6.5% to allow for continued growth. He reported a return of 11.5% for the last three years.

Butch Yarumian reported counting 130 trees over 4 inches in diameter on the Association's property, with 3 additional groups of trees not included in the count. He would like to gather more information about the trees, including their species and condition, and provided detailed maps showing their locations. Peter Ciaramella reported meeting with an arborist to discuss the trees. The discussion recognized trees as assets that also involve maintenance costs and potential liability. The need for a tree maintenance plan and a tree fund was raised. Jim Michie expressed concern about the condition of the tree line along the Association's property and the former Norman Palmer property.

(Ron Smith had to leave the meeting prior to adjournment at 7:18 PM.)

Brent Hill noted that the cemetery's contact and mailing list is limited and should be expanded. John agreed to share the list with each Board member for review and suggested additions.

Charlene Libby asked questions about the Association's newsletter and the annual Wreaths Across America (WAA) program.

Jeff Grover said he would like to see more maple trees replaced on both sides of Maple Avenue, with the goal of restoring its former appearance.

The need to repair and repaint the black iron fence along River Road and Woodman Road was noted.

John Myers asked who would replace Sandy Atkinson as the WAA point person and whether more information was available about Sandy's retirement celebration. Charlene Libby agreed to speak with Pam at Ron Smith's office about the WAA program and the responsibilities involved. She also remarked that Sandy's reception would take place on September 10th, 4:30 PM to 6:00 PM at the River Tap & Grill in Hollis.

Peter Ciaramella discussed the need for further work on the tree plan, the lawn care fertilization program, and paving the unpaved avenues surrounding the Woodman Section to allow cremated remains to be placed in the columbarium during winter. He also reported that a new concrete mixer had been purchased to complete foundations as ordered.

Chad Poitras said he planned to hold the next Board meeting in October, with staff from Partners Bank in attendance.

Jim Michie asked whether the tree budget had sufficient funds to grind three more stumps this year. The consensus was that sufficient funds were available to complete the work.

Jeff Grover moved to adjourn the meeting. Charlene Libby seconded the motion. The motion carried, and the meeting adjourned at 8:10 PM.

Respectfully submitted,

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John Myers, Secretary