

UNOFFICIAL MINUTES

**Cemetery Commission Meeting
May 3, 2018
Municipal Building, Rm 204**

In Attendance: Mike Horne, Chair; and Denise Cascio Bolduc.

Meeting was called to order at 6:30 p.m.

Minutes from 8/18/17, 11/28/17, 2/13/18, 4/5/18 were reviewed and approved as written. Mike will get them all posted and get the official copy to the town clerk.

Public Input/requests: Received a thank-you letter from Bob Cate regarding interment of his wife on 4/25.

Record keeping: **Sale of cemetery lots:**

Elizabeth Hoadley	Head Section A (new) #514
Joanne & Raymond Blenthens	Martins #704
Christopher Moody	Martins #708
Alan E & Constance C Marshall	Head Section A (new) # 248, #249

Interments:

9/19/2017	Guy Kimball	Cremation	Cate Davis	UNK
9/21/2017	Kevin James Drago	Standard	Head	Lot 556
10/11/2017	F. Paul Lambert	Standard	Martins Ferry	Lot 850
10/21/2017	Kirk Demers	Standard	Head	Lot 670
11/27/2017	Barbara Cliff	Standard	Martins Ferry	Lot 13
4/14/2018	Emily Smith	Cremation	Martins Ferry	Lot 476
4/22/2018	Roger & Christine Kilgore	Cremation	Head	Lot514
4/25/2018	Betty Cate	Standard	Cate Davis	UNK
5/2/2018	Winifred Hebert	Standard	Head	Lot 225
5/2/2018	Wendy Leighton	Standard	Martin	Lot 541

Budget: Funded: \$841 Expended to Date: \$674 (80%) Unexpended: \$168

Mike will make some minor purchases for grave-making supplies. We will research buying additional lot pins.

Old Business:

Betty Hoadley (Head) confirmed via email to Mike in April that she will get us the documents we need in the next few months.

LaValley – Mike will send a letter from the commission that unless they produce written approval by the LaValley next of kin, we will not consider allowing the monument to be put in.

To Do List:

Update cost of lots and update regulations.
Change from deeds where owners own the property to where owners are given the right to inter.

New Business:

Sharron will purchase and place the flowers for Memorial Day on the perpetual care graves. Mike will assist with researching names, if necessary.

The fence at Head Cemetery needs replacing. The Heritage Commission identified sections have fallen over by the schoolhouse. Because it's a one-time cost, Mike recommends it be a warrant article, like the fence was at Riverside Cemetery. Mike will get estimates to put in our 2019 budget submission.

Cemetery Division is now loaming and seeding graves, and the Cemetery Commission appreciates it.

We must start preparing our 2019 budget submission (Mike) and submission for the Town of Hooksett annual report (Sharron).

We will schedule a site visit to Head Cemetery to discuss the selection of lots to be subdivided and converted into cremation-size lots.

Condition of cemeteries after winter: Mike discovered some settlement of graves, resulting in one stone falling over at Martins Cemetery. Cemetery Division responded quickly and resolved the issue. We have identified one other grave that should be filled sometime this summer (Martins by where you start to turn left). This has been reported to the Cemetery Division.

Mike, by the end of the summer, will have drafted a Hooksett Cemetery Commission standard operating procedure, which will include all duties and responsibilities of the trustees so the workload can be better balanced based on trustees' skills and available time.

We need to schedule another field visit to Head Cemetery to continue our validation work with CemeteryFind against monuments there. Mike will scan and email the

worksheet from the prior visit to Denise. Let's resolve the 8/31/17 field session questions before we go on another site visit (note: we've scheduled a 5/24 work session to do this).

Next meeting: Thursday, May 31 at 7 p.m.

Meeting adjourned: 7:28 p.m.

Respectfully submitted,
Denise Cascio Bolduc