

UNOFFICIAL MINUTES

**Cemetery Commission Meeting
September 18, 2018
Municipal Building, Rm 204**

In Attendance: Mike Horne, Chair; and Denise Cascio Bolduc. Mackenzie and Tiffany Conner also came to present a proposal.

Meeting was called to order at 7 p.m.

We tabled looking at previous minutes. Denise will get June and July minutes posted and get the official copy to the town clerk.

Public Input/requests: Mackenzie Conner made a presentation for a Girl Scouts Gold Star project (equivalent to Eagle Scout in Boy Scouts): Her project is to basically have a way for people to learn the history behind several people who have been buried in Head Cemetery. She plans on using aluminum signs, about the size of "No Parking" signs (less than a 8 ½ x 11 piece of paper), about 3' tall in height. On the sign would be the deceased person's name, a QR code with directions to scan the code and then learn the history of that particular person. It would also indicate on the sign that the project was a Girl Scout Gold award project and I imagine her name as well. One concern that was brought up was consulting next of kin to make sure signs are okay near graves. The Cemetery Commission will do this. We will work with her to come up with the location of the signs. Her website where the information will be stored is sites.google.com. Apparently you need her email and password, though, to gain access. According to Mackenzie, this project must be completed by September 2019, but she hopes to have it done possibly at the end of this September. We discussed turning the website over to the Heritage Commission/Cemetery Commission when she's done in case someone wanted to add to it. Denise will follow up with Mackenzie to let her know that we would like to actually see a to-scale prototype before she purchases all of that. Email was sent out 9/18/18 after the meeting.

Record keeping:

| Sale of cemetery lots: | Burial type: | Cemetery | Lots |
|-------------------------------|---------------------|-----------------|-------------|
| NONE. | | | |

| Interments: | Burial type: | Cemetery | Lots |
|---------------------|---------------------|-----------------|-------------|
| Macalaster, Harriet | Creman | Riverside | n/a |
| Kiley, Bethany | Creman | Head | 178 |
| Walters, Roger | Creman | Head | 563 |
| Nelson, Kenneth | Creman | Head | 172 |
| Cooper, Charles | Creman | Head | 693 |

Budget: Funded: \$841 Expended to Date: \$420 (49.94 %) Unexpended: \$421

Old Business:

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

Cemetery Commission needs to check the graves from the past 12 months to make sure they were all loamed and seeded. Mike will suggest they get together with Evelyn to get the list. It's from our burial log. Sharron will take care of this by September. She will add pictures to the email as well.

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.

To Do List:

At some point, trustees need to look at how markers and headstones are laid out and some will need to be realigned to make Head Cemetery more presentable and orderly.

Update cost of lots and update regulations.

Change from deeds where owners own the property to where owners are given the right to inter.

We need to schedule another field visit to Head Cemetery to continue our validation work with CemeteryFind against monuments there. Let's resolve the 8/31/17 field session questions before we go on another site visit.

Denise will continue to try to contact someone from the Pembroke Cemetery Commission to ask questions about who created the maps of their cemeteries that Mike found online. She now has a name (Victor/VJ) at Public Works: 485-4422.

New Business: None.

Next meeting: Tuesday, October 23 at 7 p.m.

Meeting adjourned: 7:58 p.m.

Respectfully submitted,
Denise Cascio Bolduc