

UNAPPROVED MINUTES

**Cemetery Commission Meeting
October 23, 2018 7:00PM
Municipal Building, Rm 204**

In Attendance: Mike Horne, Chair; Sharron Champagne;

Excused: Denise Cascio Bolduc.

Meeting was called to order at 7:00 p.m.

Minutes: None were reviewed

Public Input/requests: None

Record keeping:

Sale of cemetery lots:

Stewart, Robert & Sharon

Cemetery

Head, Sec A (new)

Lots

#475

Interments:

Urquhart, Lloyd

Head, Sec A (new)

#471 Cremains

Urquhart, Phyllis

“ “

#471 Cremain

Townsend, Alice

Martins

#813 Standard

Current Budget:

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

Unexpended: \$421

Old Business:

FY2019/202 Budget: Making the way through the process (Administrator/Budget Committee)

LaValley monument: – Decided to not send a letter but instead wait to see if anything new develops

Cemetery Commission needs to check the graves from the past 12 months to make sure they were all loamed and seeded: No action taken to date

Draft a Hooksett Cemetery Commission standard operating procedure (SOP), which will include all duties and responsibilities of the trustees so the workload can be better balanced based on trustees' skills and available time: No action taken to date

Gold Start Project: There has been no further response to questions emailed to the Girl Scout planning to do her project in Head Cemetery.

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: Fee for interments on Town Holidays: The Commission was asked to consider having the grave opening fee for interments on Town Holidays to be the same as it is on Saturdays and Sundays. The Cemetery Commission agreed unanimously with the recommendation by the Town and Mike said he would notify Evelyn to update the Grave Opening form.

Next meeting: When called.

Meeting adjourned: 7:29 p.m.

Respectfully submitted,
Mike Horne