

**Cemetery Commission Meeting
September 19, 2019 8:00 AM
Municipal Building, Chamber quarters**

In attendance: Mike Horne, chair; Nancy Philbrick; Denise Cascio Bolduc

The meeting was called to order at 8:06 a.m.

Minutes were reviewed and approved for August 15, 2019 with the one correction of changing Gold “Star” to Gold Award.

Record keeping:

<u>Sale of cemetery lots:</u>	Cemetery	Lots	
Deed #708	Martins	#823 & 824	Brenda Albin
<u>Interments:</u>			
8/30/2019	Marion P. Wiggin	Urn	Martins Cemetery lot 96
8/30/2019	Francis V. Murphy	Urn	Martins Cemetery lot 96
	Buy-back in process		Martins Cemetery

Budget:

Current Budget (2019/2020):

(see page 2 for budget plan)

Funded \$641 Expended to Date: \$420 Uncommitted: \$221

Status of getting quotes for new fence at Head Cemetery (have budget of \$17,000): Denise will now take this on. Mike emailed Nancy the previous info. Nancy will send her info to Denise.

Status of process to be able to spend \$5,000 for headstone repair: Denise contacted Terry Knowles at the state. Terry indicated she’s known a number of towns over the years which included the repair of headstones in the Cemetery Trustees' budget. Towns have also raised and appropriated money for the repair of headstones after an incident of vandalism. She does not know of any legal challenge to a town doing so.

Status of meeting with Phil to determine how to get work done for \$2,500 (loam, paving, etc.): Ongoing

Denise made a motion to reimburse Nancy Philbrick for the 10/9 NHCA fall meeting. Mike seconded. Approved.

Future Budget (2020/2021):

Town Council reviewed it on Sep 4th. Reference about the Cemetery budget being presented by Town Administrator:

“The Parks, Recreation and Cemeteries Division has a decrease of \$14,500 for cemetery projects.”

“Chair Sullivan: Are there questions about Cemeteries? (No questions were asked.)”

“Cemetery Commission

A. Walczyk motioned to approve the Town Administrator’s requested budget for the Cemetery Commission of \$1,011. T. Tsantoulis seconded the motion.

Voted unanimously in favor (6-0).”

Old Business:

Gold Award Project in Head Cemetery – Mackenzie Conner installed the six signs on August 15th and the website was turned on. Mackenzie had Manchester Memorial Company clean the headstones at the six locations as part of her project. The Gmail account containing the website was turned over to the Hooksett Heritage Commission and Cemetery Commission to maintain and add additional stories and signs. Mike will put the access information to this

website in the cemetery files in the Community Development Office. An OLLI (Osher Lifelong Learning Institute) class at the Head Schoolhouse toured the project as part of their class, with volunteers playing the spirits of the decedents. Mackenzie reported on September 15th she was awarded the Gold Award.

Status of the graves from the past 12 months (loamed/seeded) - Nothing has happened yet.

Hooksett Cemetery Commission standard operating procedure [SOP] (Mike) – No progress since last time

Status of tree removal at Head Cemetery and stump removal Martins (Mike): Mike asked Phil to clean up the residual from the removal/grinding and scatter some grass seed.

Cemetery Regulations – Continue review/update

New Business:

Research Martins Lot 25 and subdivision to Lots 25B, 25C (Lamos, Ballargeon), and 25D and upright headstone for John Lamos – Nancy will research this for Susan Harrington.

Green burials – request by resident to consider doing them. Mike will reply to Kathie Northrup and ask her to forward what information she does have on the 5 green burials in NH she referenced in her email.

Establish cremain lots – have this done before we published new rates/regs:

Ajuga: According to Nancy's research, seeds do not germinate well. Costs/coverage: about .80/plant = 1 ¾" pot \$20/34 plants – plant spread of 18" for 1 year – plant at least 1' apart. She'll continue to research.

To-Do List:

- Update perpetual care list (low priority-start with actual records)
- Establish cremain lots – have this done before we published new rates/regs
- Update regulations (including changing language of right to inter, etc.)
- Review cost of lots
- Have another work session in Head Cemetery, Sec A (new)
- Continue to update SOP

Next meeting(s): Tuesday, 10/22 @ 2 pm @ Heads Cemetery to determine cremains lots
Tuesday, 10/29 @ 8 am @ town hall

Meeting adjourned: 9:36 a.m.

Respectfully submitted,

Denise Cascio Bolduc