

1 **Cemetery Commission Meeting Minutes**  
2 **August 11, 2020 7:30 AM**  
3 **Remote meeting via Zoom with phone-in available (audio only)**

4  
5 **DUE TO THE COVID-19/CORONAVIRUS CRISIS AND IN ACCORDANCE WITH GOVERNOR SUNUNU'S EMERGENCY**  
6 **ORDER #12 PURSUANT TO EXECUTIVE ORDER 2020-04, THE HOOKSETT CEMETERY COMMISSION WAS HELD**  
7 **ELECTRONICALLY VIA ZOOM.**

8  
9 Present remotely: Mike Horne, Nancy Philbrick, and Laura Magargee

10  
11 Public Input: None

12  
13 Minutes: The minutes of the July 14, 2020 were approved as written and posted.

14  
15 Record keeping:

	Cemetery	Lots	Name	Burial type
<u>Sale of cemetery lots:</u>	None			
<u>Interments:</u>	None			
<u>Headstones/monuments:</u>	None			

16  
17  
18  
19  
20 Budget:

21 Current Budget (2020/2021):

22 Funded \$1,011 Expended to Date: \$519.98 Uncommitted: \$491.02  
23 DPW P,R &C Div related: \$10,000

24  
25 Old Business:

- 26 • Martins Lot 25 and subdivision to Lots 25B, 25C – resolving conflicts – nothing new
- 27 • Request to put a bench in Head, Sec A (new) – nothing new
- 28 • FY21/22 Budget submission to the Town – submitted to Finance 7/20/2020
- 29 • FY19/20 Annual Report – Mike submitted it to Nick Germain on 8-10-2020
- 30 • Transfer FY19/20 interest from cemetery trust funds for maintenance was submitted to 7/20/2020
- 31 • CemeteryFind: Trustees had an orientation session July 28<sup>th</sup>
- 32 • Green burials – nothing new

33  
34 New Business:

- 35 • Nancy reported that the ajuca plants in Martins appear to have not survived the drought and the clover seed in  
36 Martins did not appear to germinate.
- 37 • Mike will forward the latest version of the Cemetery Commission SOP to Nancy and Laura.
- 38 • Nancy will follow-up with Phil and the Central Water District to repair the leaking faucet in Martins Cemetery.

39  
40 To-Do List:

- 41 • Meet with Earl and Tom to determine how to get work done for \$10,000 (repairing pavement in Martins):
- 42 • Update perpetual care list (low priority-start with actual records)
- 43 • Finish stablishing cremains lots – have this done before we published new rates/regs. Current lots are 3 ½ x 12.  
44 Areas were identified in Head and Martins cemeteries.
- 45 • Update regulations (including changing language of right to inter, etc.), Review cost of lots
- 46 • Have another work session in Head Cemetery, Sec A (new)
- 47 • Continue to update Cemetery Commission SOP
- 48 • Overgrown bushes – seek to find owners of lots and advise them to trim the bushes.

49  
50 Next meeting(s): A remote meeting on September 29 at 4:30pm.

51  
52 Meeting adjourned: 8:02 a.m.

53  
54 Respectfully submitted,  
55 Mike Horne