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3 **Hooksett Cemetery Commission**  
4 **February 24, 2020 8:00 AM**  
5 **Municipal Building, Room 204**  
6

7 In attendance: Mike Horne, chair; Sharron Champaign; Denise Cascio Bolduc;  
8 Phil Arnone, HPR&C  
9

10 Missing: Nancy Philbrick (excused)  
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12 The meeting was called to order at 8:05 a.m.  
13

14 Minutes were reviewed and approved for January 13, 2019  
15

16 Record keeping:

17 Sale of cemetery lots: Cemetery Lots  
18 None (working inquiries for Martins and Head Section A (new)  
19 Re: Martins, Deed No. 003, Lot 220C, Mike was contacted by Eugene and Patricia White regarding  
20 adding additional names on their deeds. This will be entered into CemeteryFind by Mike. Mike will get a  
21 copy of the letter to Kathy Lawrence.  
22

23 Interments: None  
24

25 Headstones/monuments: None  
26

27 Budget:

28 Current Budget (2019/2020):  
29 Funded \$641 Expended to Date: \$450 Uncommitted: \$191  
30 In PR&CD \$24,500 (\$17,000 to replace the Head Cemetery fence; \$5,000 to repair the worst of the broken  
31 headstones; \$2,500 misc. trees, stumps, loam)  
32

33 Old Business:

34 Status of proposals for new fence at Head Cemetery (have budget of \$17,000): Everything has been  
35 submitted to the town via Evelyn (with the three quotes). Phil will let us know when he hears anything.  
36

37 Status of process to spend \$5,000 for headstone repair: Mike will set up meeting with Earl and will make  
38 connections with repair companies to get an idea of cost. Discussion about how to split up the repairs.  
39

40 Martins Lot 25 and subdivision to Lots 25B, 25C (Lamos, Ballargeon): Mike needs to draft a letter to them.  
41 Mike will consult the town administrator first.  
42

43 Bent gate post at entrance to Martins Cemetery: They went to straighten it but the post bent, so they removed  
44 it.  
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46 Request to put a bench in Head, Sec A (new): Mike will follow up by drafting a letter to them.  
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48 Uploading pictures/videos in Google Docs: Denise uploaded hers. Others will follow.  
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New Business:

Plowing cemeteries in the winter: In the past, cemeteries were rarely plowed. Only once that Phil can remember, and it was Heads. Earl (DPW director) wanted it done this year, and it was done once. The trustees let them know that we do not want it done. Earl agreed. Once the cemeteries are closed for the winter, they are closed.

Sharron's term is up in June and Denise's one-year appointment will also be up in June. There isn't anyone on the ballot in March for Sharron's spot as cemetery trustee.

To-Do List:

- Meet with Phil to determine how to get work done for \$2,500 (loam, paving, etc.): Some money was spent for stumps, but approximately \$2,000 is still left over. There is a stockpile of loam the town has. They were reminded to keep up with putting loam after burials. It was suggested that we all meet when we can walk the grounds and review areas that need to be loamed as well as trimming/removing shrubbery, etc. Perhaps March.
- Update perpetual care list (low priority-start with actual records)
- Establish cremains lots – have this done before we published new rates/regs. Current lots are 3 ½ x 12. Our thought is to create cremains lots in each cemetery (Head and Martins only).
- 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 Cemetery Commission SOP

Next meeting(s): Monday, March 23 at 8 a.m.

Meeting adjourned at 8:58 a.m.

Respectfully submitted,

*Denise Cascio Bolduc*

**Please see subsequent meeting minutes for any amendments to these minutes**

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