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2 **Hooksett Cemetery Commission**
3 **January 13, 2020 8:00 AM**
4 **Municipal Building, Room 204**
5

6 In attendance: Mike Horne, chair; Sharron Champaign; Nancy Philbrick; Denise Cascio Bolduc
7

8 The meeting was called to order at 8:08 a.m.
9

10 Minutes were reviewed and approved for December 16, 2019 with the correction of adding Nancy as excused and taking out
11 the budget insert
12

13 Record keeping:

14 Sale of cemetery lots: Cemetery Lots
15 None (working inquiries for Martins and Head Section A (new))

16 Interments: None

17 Headstones/monuments: None

18 Budget:

19 Current Budget (2019/2020):

20 Funded \$641 Expended to Date: \$450 Uncommitted: \$191
21

22 Old Business:

23 Status of proposals for new fence at Head Cemetery (have budget of \$17,000): No status.
24

25 Status of process to be able to spend \$5,000 for headstone repair: Mike will set this meeting up. This is who will go
26 and get a list of repairs needed/pictures taken. Denise will build a Google page (hooksettcemeterycommission@gmail.com)
27 and then invite everyone, making subfolders for each cemetery. Also make folders for minutes as well as photos, SOP
28 (draft), etc. Denise>Riverside, Mike>Martins, Sharron>Davis-Cate, Nancy>Head.
29

30 Gold Award Project in Head Cemetery: <https://www.hooksett.org/home/news/virtual-tour-head-cemetery> was added
31 to the Cemetery Commission webpage on the town website.
32

33 Martins Lot 25 and subdivision to Lots 25B, 25C (Lamos, Ballargeon): No communication was received from them
34 yet.
35

36 Bent gate post at entrance to Martins Cemetery needs straightening.
37

38 Request to put a bench in Head, Sec A by Mike Willneff. Mike will follow up with this.
39

40 New Business:

41 We discussed the SOP draft and gave some suggestions for further items/details.
42 Sharron will draft a document for purchasing lots/right to inter.
43

44 To-Do List:

45 Meet with Phil to determine how to get work done for \$2,500 (loam, paving, etc.): Ongoing
46 Update perpetual care list (low priority-start with actual records)
47 Establish cremains lots – have this done before we published new rates/regs. Current lots are 3 ½ x 12. Our
48 thought is to create cremains lots in each cemetery (Head and Martins only).
49 Update regulations (including changing language of right to inter, etc.)
50 Review cost of lots
51 Have another work session in Head Cemetery, Sec A (new)
52 Continue to update Cemetery Commission SOP
53

54 Meeting adjourned: 9:08 a.m.
55

56 Next meeting(s): Monday, February 24, 2019 at 8 a.m.
57

58 Respectfully submitted,

59 *Denise Cascio Bolduc*