

**Cemetery Commission Meeting Minutes  
June 30, 2021 3:30 PM  
Hooksett Municipal Building**

Introductions / Rollcall: Mike Horne, chair; and Nancy Philbrick; Excused: Laura Magargee  
Public Input: None  
Minutes Review: March 24, 2021 were approved as posted

| <u>Record keeping:</u>        |           | <u>Cemetery</u> | <u>Lots</u>                  | <u>Name</u>         | <u>Burial type</u> |
|-------------------------------|-----------|-----------------|------------------------------|---------------------|--------------------|
| <u>Sale of cemetery lots:</u> |           | Martins         | #505                         | Lindsay             |                    |
|                               |           | Head (new)      | #144                         | transfer to Bragdon |                    |
|                               |           | Martins         | #558, 559, 560, 561, and 562 | McLaine & Keene     |                    |
|                               |           | Head (new)      | #323, 324                    | Bono                |                    |
|                               |           | Head (new)      | #482, 483, 484, 485, & 486   | Arnone              |                    |
|                               |           | Martins         | #442                         | Balan               |                    |
|                               |           |                 | #441                         | Lomini              |                    |
| <u>Interments:</u>            | 4/13/2021 | Martins         | #694                         | James D Todd        | standard           |
|                               | 5/5/2021  | Martins         | #562                         | Justin McLaine      | standard           |
|                               | 6/7/2021  | Head (new)      | #484                         | Barbara Arnone      | standard           |
|                               | 6/12/2021 | Head            | #139x                        | Iris N. Day         | cremain            |
|                               | 6/14/2021 | Head (new)      | #74                          | Howard Yee          | cremain            |
|                               | 6/26/2021 | Head (new)      | #636                         | John Steiss         | cremain            |
| <u>Headstones/monuments:</u>  |           | Head (new)      | #74 for Howard Yee           |                     |                    |

Budget:

Current Budget (2020/2021):

Funded: \$1,011                      Expended to Date: \$ 516                      Uncommitted: \$491  
DPW related: \$10,000 for paving in Martins Cemetery                      Did not purchase 8 corner markers

New Budget (2021/2022): Funded: \$1,660.00    Approved paying \$420 for CemeteryFind annual contract

Old Business:

- Martins road was repaved (overlaid) by DPW contract in the spring and loam added to sides
- Overgrown bushes and trees in the cemeteries: no progress, Cemetery Div was ready but Mike delayed them
- Corner markers for new sections in Martins and Head for “cremain only” lots: Did not purchase in TFY20/21
- Martins Lot 25 and subdivision to Lots 25B, 25C : Move this to the “ToDo” list
- Assignments to update records in CemeteryFind database: No progress
- Repair of fence post, Head Cemetery: The driver who broke the fence post paid Blue Ribbon directly for the repair

New Business:

- This would have been the last meeting for cemetery trustee, Laura Magargee. Her term ends today. Mike and Nancy recognized Laura’s contribution this past year as she had volunteered to fill a vacant position. Kristen Kotrlik’s 3-year term starts tomorrow, July 1st.
- Budget for CY2022/23 – submission is due to Finance by July 16th, will work on this at the next meeting
- Cemetery Commission page for Town Report: Nancy volunteered to draft it, will finalize it at the next meeting.
- Approve CemeteryFind subscription renewal: Approved renewing the annual subscription. Gave paperwork to Finance (just need to send them the minutes of this meeting.)

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- [HooksettCemeteryCommission@gmail.com](mailto:HooksettCemeteryCommission@gmail.com) account: Mike will make the account so Nancy and Kristen can access it, especially for GDrive files. Discussed how flowers were not put on the few graves for Memorial Day.
  - Hooksett Cemetery SOP – Mike will review and make additions to it by next meeting.

59 To-Do List:

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- Update perpetual care list (low priority-start with actual records)
  - 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
  - Green burials

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66 Next meeting(s): Wednesday, July 14<sup>th</sup>, at 3:30pm

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68 Meeting adjourned: 4:38pm

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70 Signed, Mike Horne

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