

Cemetery Commission Meeting Minutes
July 14, 2021 3:30 PM
Hooksett Municipal Building

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5 Introductions / Rollcall: Mike Horne , Kristen Kotrlik, by phone Nancy Philbrick
6 Public Input: None
7 Minutes Review: June 30, 2021 were approved as posted
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<u>Record keeping:</u>	<u>Cemetery</u>	<u>Lots</u>	<u>Name</u>	<u>Burial type</u>
<u>Sale of cemetery lots:</u>	None			
<u>Interments:</u> 7/7/2021	Martins	#442	Estere D. Balan	standard
<u>Headstones/monuments:</u>				

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16 Budget:

17 Current Budget (2021/2022): Funded: \$1,660.00
18 Funded: \$1,660 Expended to Date: \$ 420 Uncommitted: \$1,240
19 For 2020/2021 budget: Approved requesting Trustee of Trust Fund to transfer interest from cemetery trust
20 funds to the Town Cemetery Div for cemetery maintenance.
21

22 Old Business:

- 23 • Budget for CY2022/23 – reviewed proposed budget and finalized submission to give to Finance
- 24 • Cemetery Commission page for Town Report: agreed on final submission and Kristen will take a few
- 25 photos to consider being included
- 26 • HooksettCemeteryCommission@gmail.com account: Discussed the account and adding Kristen to be
- 27 a viewer of the GDrive
- 28 • Corner markers for new sections in Martins and Head for “cremain only” lots: Nancy will follow-up
- 29 and get written proposals
- 30 • Assignments to update records in CemeteryFind database: decided to spend some time at next
- 31 meeting showing Kristen and Nancy how to access and view information.
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33 New Business:

- 34 • Updating regulations – Mike to email current regulations to Nancy and Kristen to review
- 35 • Elections: will conduct elections at the next meeting
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37 To-Do List:

- 38 • Update regulations (including changing language of right to inter, etc.), Review cost of lots
- 39 • Martins Lot 25 and subdivision to Lots 25B, 25C
- 40 • Update perpetual care list (low priority-start with actual records)
- 41 • Have another work session in Head Cemetery, Sec A (new)
- 42 • Continue to update Cemetery Commission SOP
- 43 • Green burials
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45 Next meeting(s): August 18 @ 3:30, Room 204
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47 Meeting adjourned: 4:30pm
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49 Signed,
50 Mike Horne