

**Cemetery Commission Meeting Minutes**  
**December 13, 2022 9:00 am**  
**Hooksett Municipal Building, Council Chambers**

**Meeting called to order at 9:00 am**

**Introductions / Roll Call:** Mike Horne, chair; Kristen Kotrlik, recorder; Nancy Philbrick

**Public Input:** None

**Minutes review:** June 8, 2022 Motion to approve, Mike; 2nd, Kristen Approved 3-0  
July 15, 2022 Motion to approve, Mike; 2nd, Kristen Approved 3-0  
July 27, 2022 Motion to approve, Mike; 2nd, Kristen Approved 2-0 (1 abstention)

**Record Keeping:** since June 8, 2022

	<u>Cemetery</u>	<u>Lots</u>	<u>Name</u>
Sale of cemetery lots:	Head	#480	Vincent
	Martins	#703	Biethen/Cheatham
	Pending buy-back of lots #192 & #193 Head (new) –waiting for signed form		

	<u>Cemetery</u>	<u>Lots</u>	<u>Name</u>	<u>Burial Type</u>
Interments:	see attached			

Headstones/Monuments:

**Budget (2022/2023):**

- Funded: \$750 Expended to date: \$ 500 Committed: \$ 0 Uncommitted to date: \$250

**Old Business:**

- NHCA Fall meeting: To approve funding \$60 for Mike and Nancy to attend the Oct 19<sup>th</sup> NHCA meeting. Motion to approve, Mike, 2nd, Nancy Approved 3-0
- Researching Trust Funds: Nancy and Kristen will research cemetery records after the first of the year to verify individual trust funds are in the correct general trust fund category, Head or Martins.
- Mike will research the cost of more cremation lot metal pins.
- Martins lot#25C: Reviewed files and decided that the length of the lot should be 25'. Mike will pull documents and maps together and send a letter to the niece.

**New Business:**

- Decided that the Jan 17<sup>th</sup> meeting agenda will primarily be to update regulations

**Next Meetings:** Jan 17 @ 9am, Jan 31 @ 9am (plan on two hour meetings) Mike will get posted.

**Meeting Adjourned:** 10:00 am

Kristen Kotrlik, Recorder

Attached interment log

## INTERMENTS

DATE		DECEASED	TYPE	CEMETERY	LOT #
6/25/2022	11:00 AM	Nancy Cristaldi	Cremain	Martins	25D
7/24/2022	5:00 PM	Richard Marshall	Cremain	Martins	797
7/25/2022	10:00 AM	William H. Lavalley, Jr.	Cremain	Martins	227
8/12/2022	12:00 PM	Scott Allen Davis	Cremain	Martins	192
8/12/2022	12:00 PM	Daniel Allen Emmett	Cremain	Martins	192
8/12/2022	11:00 AM	Shirley Clarke	Standard	Martins	192
8/13/2022	11:00 AM	Everett Hardy	Cremain	Martins	760
8/19/2022	10:00 AM	Edward H. Brown	Cremain	Head	585
9/18/2022	12:00 PM	Tenley Rooney	Standard	Head	345
9/28/2022	11:00 AM	George E. Long, Sr.	Standard	Martins	778
10/4/2022	12:00 PM	Louisa Sargent	Standard	Martins	325
10/17/2022	1:15 PM	Nancy Quimby	Standard	Martins	182