

**Cemetery Commission Meeting Agenda
July 11, 2023; 9:00am
Hooksett Municipal Building, Room 204**

INFO FOR PUBLIC – Any problems getting to the 2nd Floor meeting room, please call Mike @ 603-540-9608

Meeting called to order at:

Introductions / Roll Call:

Public Input:

Minutes review: June 27

Record Keeping:

<u>Cemetery</u>	<u>Lots</u>	<u>Name</u>	<u>Burial Type</u>
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Sale of cemetery lots:

Interments:

Budget (2023-2024):

- Funded \$ 1,730
- Expended to date: \$500
- Committed: \$0
- Uncommitted to date: \$1,230

Old Business:

- Proposed budget for 2024/25 due to Finance by July 15th
- Proposed warrant article for monument repair
- Review draft for Town Annual Report
- Review proposed regulations and updated prices of graves and services

New Business:

- Decision to appoint Nancy Philbrick as alternate trustee
“The board may recommend to the appointing authority the names of no more than 2 persons who may serve as alternate members on the board. The alternate members shall be appointed to one-year terms.”
RSA 289:6)
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To Do List:

- Install granite corner markers on cremain lots at Head Cemetery – scheduled for July 18th
- Install lot pins on cremain lots, Martins and Head – scheduled for July 18th
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Next Meeting: July 18 @ 9AM – workshop in Head and Martins cemeteries (corner markers and lot pins)

Meeting Adjourned:

Cemetary Commission Budget - FY 2023-24

Account	Description	Department Request
001-660.4195-294.000	CEM Training & Dues Dues & meeting registrations for NH Cemetery Association (NHCA); 2 x \$20; 2 x \$30 x 2 meetings.	180
001-660.4195-330.000	CEM Professional Services Update maps for Martins and Head cemeteries = \$300	300
001-660.4195-342.000	CEM Software & Programs Yearly subscription to on-line CemeteryFind database of Hooksett's cemeteries. The subscription cost increased by 20% in 2022-2023 (first increase in many years)	500
001-660.4195-438.000	CEM Grounds Maintenance Purchase 50 lot pins to mark new cremation lots in Head Cemetery = \$450; paint for paint posts in Martins Cemetery = \$50; metal detector to locate lot pins = \$150; two grave probes = \$70; stakes and flagging to mark graves = \$25.	750
001-660.4195-600.000	CEM Office Supplies Can use administration's office supplies	-
Total Cemetary Commission		\$ 1,730