

**Cemetery Commission Meeting Minutes**  
**November 7, 2023; 8:30 AM**  
**Hooksett Municipal Building, Room 204**

1 **Meeting called to order at:** 8:30 AM

2 **Introductions / Roll Call:** Mike Horne, Chair; Kristen Kotrlik, Recorder

3 **Public Input:** None

4 **Minutes Review:** October 19, 2023; October 26, 2023; accepted- Kristen Kotrlik, seconded by Mike Horne

5 **Record Keeping:**

	<u>Cemetery</u>	<u>Lots</u>	<u>Name</u>	<u>Burial Type</u>
6 Sale of cemetery lots:	None			
8 Interments:	Martins	432	Devine, Dorothy	Full

9 **Budget (2023-2024):**

- 10 • Funded: \$1730
- 11 • Expended to Date: \$695.94
- 12 • Committed: \$0
- 13 • Uncommitted: \$1034.06

14 **Old Business:**

- 15 • Continue editing proposed regulations and agree on updated prices of rights of interment.
- 16 • Inter cremains of Mr. Crane in Head Cemetery
- 17 • Town Council approved warrant article for 2024/25 budget
- 18 • Approved reimbursing Mike Horne \$195.94 for tools and equipment. Approved by Kristen Kotrlik and
- 19 seconded by Mike Horne
- 20 • New Equipment was put away in File Cabinet in upstairs storage room

21 **New Business:**

- 22 • Schedule a meeting with DPW/Cemetery Division to discuss updating costs to open/close graves.

23 **To Do List:**

- 24 • Straighten and paint wood posts at Martins Cemetery
- 25 • Update information on Cemetery Commission webpage (Support is now by Community Service)
- 26 • Schedule a time to organize the file cabinets upstairs

27 **Next Meeting:** November 13, 3 PM; Council Chambers

28 **Meeting Adjourned:** 9:15 AM, approved by Kristen Kotrlik, Mike Horne seconded.

29 Mike and Kristen went to Head Cemetery after the meeting to bury Mr. Crane

30 **Recorder:** Kristen Kotrlik