

**Cemetery Commission Meeting minutes, June 6, 2023; 9 am
Hooksett Municipal Building, Room 204**

Meeting called to order at: 9:00am

Introductions / Roll Call: Mike Horne, Kristen Kotrlík, Nancy Philbrick

Public Input: None

Minutes review: None

Record Keeping:

	<u>Cemetery</u>	<u>Lots</u>	<u>Name</u>	<u>Burial Type</u>
Sale of cemetery lots:	Martins	871, 872	Armador	
Interments:	Martins	866	Timothy Goyette	casket

Headstones/Monuments:

Budget (2022-2023):

- Funded \$750
- Expended to date: \$710
- Committed: \$0
- Uncommitted to date: \$40

Old Business:

- Approve reimbursement of \$33.17 to Mike for four perpetual care flowers. Mike will compose a letter to Finance.
- Martins, Lot 25C – reviewed and finalized the letter. Mike will type it up for signature at the next meeting so it can be mailed.
- Reconciliation of trust funds and which cemetery they are for: Kristen and Nancy will complete that task by the end of June.
- Burial of cremains of Raymond Crane: The trustees agreed to inter the cremains of Raymond Crane in Head Cemetery. Nancy will research the cost for some sort of permanent marker.

New Business:

- Approve Mike to purchase up to \$40 for flagging tape, etc. to mark graves and monument locations.
- Approve renewing subscription for CemeteryFind (\$500 next year's budget)
- Proposed budget for 2024/25 is due to Finance by July 15th. Discussed doing a \$10,000 warrant article for monument repair, similar to what other towns do.
- Submission for Town Annual Report: Nancy will draft the submission to be reviewed.
- Per NH RSA 289:6 Cemetery Trustees, Nancy agreed to be recommended for appointment as a temporary alternate trustee for another one year term. A letter will be submitted to the Town Council in July.

To Do List:

- Annual briefing to Town Council on June 14th
- Draft warrant article for repairing monuments/headstones in Martins and Head
- Install granite corner markers on cremains lots at Head Cemetery
- Install lot pins on cremains lots, Martins and Head

Next Meeting: June 13, 2023, at 9am

Meeting Adjourned: 10:25am

Kristen Kotrlík, Recorder