

1 **Cemetery Commission Meeting Minutes**

2 **August 22, 2023; 2:30 pm**

3 **Hooksett Municipal Building, Room 204**

4
5 **Meeting called to order at: 2:30pm**

6 **Introductions / Roll Call:** Mike Horne, Chair; Jim Moren. Nancy Philbrick; Excused: Kristen Kotrlik
7 Nancy will be a voting trustee for this meeting.

8 **Public Input:** None

9 **Minutes:** None

10
11 **Record Keeping:**

	<u>Cemetery</u>	<u>Lots</u>	<u>Name</u>	<u>Burial Type</u>
12 Sale of cemetery lots:	none			
13 Interments:	Head (new)	137	Joanne Foley	cremain
14 Headstones/Monuments:	none			

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

- 16 • Funded \$1,730
- 17 • Expended to date: \$500
- 18 • Committed: \$0
- 19 • Uncommitted to date: \$1,230

20 **Old Business:**

- 21 • Review proposed regulations and update prices of graves and services – delayed until next meeting.
- 22 • Update regarding vehicle damage at Head Cemetery – the Town should be awarding the contract soon to
23 repair the fence.

24
25 **New Business:**

- 26 • Mike will get information to Jim about the CemeteryFind account and build him an account.
- 27 • Decided to make an equipment list and have trustees sign for items they have been given. Purchasing
28 some equipment is in this year's budget.
- 29 • Reviewed the request from the Trustees of Trust Funds to transfer \$7,315 (interest) from cemetery trust
30 funds to the General Budget (DPW). Motion by Mike to approve, seconded by Nancy, approved 3-0.
- 31 • Discussed a proposed warrant article for 2024/25 budget to repair damaged monuments and headstones.
32 Nancy offered to draft the form.
- 33 • Discussed that on Sep 6th the Town Council will be reviewing the Commission's proposed 2024/25
34 budget request and a trustee should attend.

35 **To Do List:**

- 36 • Install lot pins on cremain lots in both Martins and Head cemeteries.

37 **Next Meeting:** Sep 12th @ 2:30pm

38 **Meeting Adjourned:** 3:29 pm

39 Mike Horne, for the Recorder