

1 **Cemetery Commission Meeting Minutes**

2 **February 8, 2024, 9 AM**

3 **Hooksett Municipal Building; Council Chambers**

4 **Meeting called to order:** 9:10 am

5 **Introductions / Roll Call:** Mike Horne, Chair; Kristen Kotrlik, Recorder; Jim Morin and Nancy Philbrick

6 **Public Input:** None

7 **Minutes Review:** Mike motions to approve January 4 2024 minutes as written. Jim seconds, Approved 4-0

8 **Record Keeping:**

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<u>Cemetery</u>	<u>Lots</u>	<u>Name</u>	<u>Burial Type</u>
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10 Sale of cemetery lots: None

11 Interments: None

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

- 13 • Funded: \$1730
- 14 • Expended to Date: \$695.94
- 15 • Committed: \$0
- 16 • Uncommitted: \$1034.06

17 **Old Business:**

- 18 • The updated regulations and fees were posted to the Town website
- 19 • Webpage outlining the “Duties” has been updated.
- 20 • Approve format for new Right of Interment deed: Mike, Nancy, and Jim will continue to research
- 21 what other towns use.

22 **New Business:**

- 23 • Volunteers for helping to cleaning up cemeteries. We can look at schedules coming up in the spring.
- 24 • Renew CY2024 Membership to NHCA only for Mike, but the four trustees will go to the NHCA
- 25 meeting on April 18. Motioned by Mike, second by Kristen, approved 4-0.
- 26 • Update maps for new section of Heads and Martins – Mike will get proposals from vendors.

27 **To Do List:**

- 28 • Work on the Certificate for the right to inter.
- 29 • Straighten and paint wood posts at Martins and Head cemeteries
- 30 • Update cemetery maps (Martins and Head)- get quotes for map survey

31 **Next Meeting:** March 7, 9AM Council Chambers

32 **Meeting Adjourned:** 10:10 AM.- motion by Mike, second by Kristen, approved 4-0.

33 **Recorder:** Kristen Kotrlik