



Hollis Cemetery Trustees
7 Monument Square
Hollis, New Hampshire 03049
Tel. 465-2209 Fax 465-3701

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9 **Minutes January 15, 2009**

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11 Attendees: Nancy Bell, Chris Buzzy, Scott Fisher
12 Absent: Doug Gagne, Melinda Willis
13 Staff: Kim Dogherty not available
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15 The meeting was called to order at 6:10 PM.
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17 **Old Business**

18 **Right to Inter**

19 Scott recommended postponing discussion of the Right to Inter document since we had not received the
20 reviewed copy from Attorney Drescher. The Trustees agreed that while it was important to get the Right to
21 Inter done quickly, they also wanted to ensure it was done correctly.
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23 Chris reported that the monument repair work had been completed at the Churchyard Cemetery, stating that
24 Medlyn Monument had done a fantastic job.
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27 **New Business**

28 **Cemetery Expenditure Report**

29 Nancy reported that \$100 reported on the Grounds Maintenance line item was actually related to the Lawn
30 Treatment line item. That made the total for Grounds Maintenance \$10 under the budgeted amount for
31 2008. The Trustees questioned the outcome of the budget meeting that Melinda attended, not sure whether
32 the Selectman had approved the encumbrance of \$2500 for a grub treatment, and if approved, whether the
33 amount would come from additional Town funds or, at least partially, from the \$1544.45 residual balance
34 from 2008. The Trustees would ask Kim to clarify prior to the next meeting.
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36 Scott questioned what would happen if we encumbered funds based on a work proposal and eventually
37 used a different vendor for the work. Specifically, he questioned the fact that we had a proposal for grub
38 treatments for 2009 but since we had not yet selected a Grounds Maintenance vendor for 2009 we might
39 end up with a different vendor and that problems might result. He suggested that at the next meeting we
40 discuss whether we should add grub treatments to the Invitation for Proposals document for Grounds
41 Maintenance.
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43 The Trustees agreed to delay discussion of possible changes to the Rules & Regulations pending
44 completion of the Right to Inter document and possible rate increases, both of which will be discussion
45 points at the next meeting. The Trustees also agreed to discuss green burials at that time. In the interim,
46 Nancy requested that Kim contact local towns similar to Hollis to determine their Cemetery lot purchase
47 and burial rate structures.

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The Trustees reviewed Doug's amended copy of the Invitation for Proposals and made two suggestions for changes: Add "minimum of three" to the references requirement in the Terms and Conditions section. Change the dates as appropriate in the opening paragraph of the cover page as well as the opening paragraph of the Purchase Description section. They requested that Kim make these changes prior to the next meeting in hopes of completing it at that time.

Scott informed the Trustees that Kim has accepted the position of managing all Cemetery matters for the Town of Hollis, replacing Deb Adams in that capacity. The Trustees wished to thank Deb for her years of outstanding service in that role.

Scott mentioned that a tree had fallen across the roadway at the North Cemetery. The tree appeared to be near the back of the Cemetery and from RT-122 it did not appear that it had damaged any headstones. The Trustees agreed that we would inspect the tree in the Spring and take appropriate action at that time. Nancy mentioned she had read that the Town might be granted FEMA funds for clean-up of damage resulting from the recent ice storm and that it was possible that the Town Cemeteries might be able to acquire funds for the clean-up of this tree or other similar damages throughout the Town Cemeteries. Chris asked that Kim determine if there are filing requirements or deadlines so that we can include the Cemeteries in this review, if possible.

The Trustees spoke briefly about the expansion of the East Cemetery, expressing interest in starting the planning for this expansion in 2009.

Meeting Minutes

Scott recommended postponing review of the meeting minutes from November 20th, 2008, pending the availability of a quorum that had attended that meeting.

Chris moved, and Nancy seconded, to adjourn. The motion carried unanimously. The meeting was adjourned at 6:55 PM.

Respectfully submitted,

Chris Buzzy, Acting Secretary