



Hollis Cemetery Trustees
7 Monument Square
Hollis, New Hampshire 03049
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Minutes April 16, 2009

Attendees: Scott Fisher; Chairman, Doug Gagne, Vice Chairman, Nancy Bell, Chris Buzzy, and Melinda Willis. Staff: Kimberly Dogherty

The meeting was held in the Churchyard Cemetery and was called to order at 6:00 pm.
The meeting continued in the Upper Town Hall at 6:45pm.

Minutes

Chris moved to approve the minutes of March 19, 2009 as amended. Doug seconded and the motion carried unanimously.

Cemetery Inspection Reports

Churchyard Cemetery

Overall the cemetery was in good condition. There were no violations of the Cemetery Rules and Regulations. There was grub damage in the center of the cemetery that needed attention. Melinda noted that the \$1045 that was encumbered for grub control was specifically for the South, East and North Cemeteries. The Northeast corner of the cemetery needed grass seed. The area surrounding the chimney of the church was not cleaned up properly after repair work was done. The Trustees asked the secretary to write a memo requesting them to clean the area. The secretary agreed. Doug noticed that there was lichen growing on several stones.

These stones were in disrepair:

- Saunderson, Ursula P - leaning
- Willoughby, and the stone next to it were leaning
- Elizabeth L (Second row of stones behind Memorial Park)
- Willoughby, Miranda (down and broken in pieces)
- Messer Charles – leaning
- Messer – leaning
- Holt, Betty – leaning
- Colburn, Elizabeth – leaning
- Colburn, Martha Jane – leaning
- Colburn Children (Benjamin, Peter and Anna)
- Wheat, Soloman – leaning
- Pierce, Susanna - leaning
- Farley, Susanna - leaning

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Nancy to instruct Spaulding Outdoor Services on an item needing attention:

- Sapling tree needs to be cut down. It is located on the library side of the cemetery.

Chris stated that the following stones had been repaired last fall by Medlyn Monument:

- Farley, Eliza
- Blood, Roxanne
- Brown, Sarah

Old Business

Last month the Trustees decided that Jeff Babel, Director of Public Works, had the jurisdiction on whether or not a staff member needed to be present for a cremation burial. Scott asked the secretary if she had spoken to Mr. Babel about their decision. The secretary had spoken to Mr. Babel and he fully agreed with their decision.

The secretary distributed a draft copy of the Right to Inter. The Trustees made changes to the proposed document. The secretary agreed to incorporate the changes and e-mail the Trustees for their review prior to the next meeting. The Trustees would submit additional changes via e-mail to the secretary in the next week or two. The Trustees asked the secretary to incorporate the changes and present the document at their next meeting. The secretary stated that she had contacted Robert Meed, Mont Vernon Cemetery Trustee, to request permission to borrow text from the Mont Vernon Right to Inter and although he had no objections he was no longer a cemetery trustee. Mr. Meed gave her the name of the new chairman and the secretary agreed to contact him prior to the next cemetery meeting. Mr. Meed did not have any issues with the Mont Vernon Right to Inter.

Nancy attended the New Hampshire Cemetery Association meeting on Wednesday, April 15, 2009 in Boscawen. She thoroughly enjoyed the meeting especially the visit to the Veteran's Cemetery. Nancy recommended the Trustees join this Association.

Motion

Chris moved to authorize the secretary to expend \$100 to join this Association. Nancy seconded and the motion unanimously passed.

Doug presented a draft copy of Cemetery By-Laws that incorporated the changes from last month's meeting. The Trustees did not have time to review this document so Doug agreed to e-mail it and asked everyone to bring their proposed changes to the next meeting.

Doug presented a draft copy of Cemetery Rules that incorporated the changes from last month's meeting. The Trustees did not have time to review this document so Doug agreed to e-mail it and asked everyone to bring their proposed changes to the next meeting.

New Business

The secretary asked if the Trustees would be attending the following training session being held in Concord, NH by the Attorney General's Office.

The Cemetery Trustees Training on June 2nd being held from 8:30 a.m. - 12:00 p.m.

Melinda, Nancy and the secretary planned to attend.

Chris thanked Doug for his efforts to coordinate the vandalism newspaper article. Chris attended the Board of Selectmen's (BoS) meeting held on Monday, April 13th, 2009 to discuss collaboration of efforts to prevent future vandalism at Pine Hill Cemetery. Russell Ux, Police Chief, also attended the BoS meeting.

96 The BoS recommended an onsite meeting between the Police Chief and the Trustees to discuss this matter.
 97 Chris asked if the hours of the cemetery are in a town ordinance. The secretary agreed to ask the Town
 98 Administrator. At the BoS meeting Chris questioned Chief Ux if in fact trespassing after hours in the
 99 cemetery could be enforced. Chief Ux intended to research the matter. The Trustees intended to post more
 100 visible signage. The secretary would contact Chief Ux to schedule the meeting on Thursday, April 30, 2009
 101 at 4:30pm. Chris felt that if the Chief was not available then the following Thursday would also work for
 102 him. The Trustees agreed. Chris recommended the discussion surround general security measures, criminal
 103 trespassing and prevention planning. Chris pointed out that the BoS made it clear that this was an important
 104 issue and money was no object.

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106 Doug received an inquiry from a resident asking why winter burials were not allowed. Doug responded by
 107 stating that every effort was made to allow winter burials. The resident was satisfied with his response.

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109 Nancy had not received an invoice from Spaulding Outdoor.

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111 Last month the Trustees discussed approximately \$1700 that was not properly transferred into the trust fund
 112 account with the new bank. The Trustees unanimously agreed to allow the funds to remain in their general
 113 account for a special project in 2009.

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115 The secretary recommended creating a prioritized list of special projects. The Trustees agreed

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117 **Lots Sold (April)**

118 2 lots sold

119 Butler, Gerald	North G-50	04/16/2009
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121 **Interments (April)**

122 5 burials performed

123 Vogel, Karl	East I-918	04/03/2009
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124 Hills, Mabel	East C-48	04/08/2009
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125 Striker, Mary	East I-918	04/16/2009
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126 Reed, Beatrice	East E-26	04/20/2009
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127 Fisher, Alfred	East D-3	04/28/2009
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129 **Next Meeting** will be held May 21, 2009 at 6:00 PM in the East Cemetery, Town Hall.

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131 **Adjournment**

132 *Chris moved and Nancy seconded to adjourn. The motion carried unanimously. The meeting was*
 133 *adjourned at 9:10 pm.*

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135

136 Respectfully submitted,

137

138 Kimberly Dogherty, Secretary