



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

7
8 **Minutes May 20, 2010**
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11 Attendees: Melinda Willis, Chairman, Scott Fisher, Vice-Chairman, Nancy Bell and Doug Gagne

12 Absent: Chris Buzzy

13 Staff: Kimberly Dogherty, Administrative Assistant

14 Also Present: Diane Ekstrom and Tracy Bennett (arrived at 6:25pm and left at 7:10pm)

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16 The meeting was held in East Cemetery and was called to order at 6:05 pm.
17

18 **New Business**

19 While walking from the parking lot next to the Hearse House towards the cemetery, the Trustees noticed
20 tire ruts in the grass. They asked Kim to submit a work order to the Department of Public Works (DPW) to
21 repair the tire ruts.
22

23 Kim questioned the definition of a qualified individual. The Cemetery Rules, III.6, restrict the purchase of a
24 Right to Inter to a maximum of four lots per qualified individual without written approval from the
25 Cemetery Trustees. Kim interpreted the Rule to mean that both a husband and a wife could purchase four
26 lots without written approval. The Cemetery Trustees agreed. Kim also questioned if a Right to Inter could
27 be purchased by a Trust with an appointed Trustee. The Trustees were unsure and asked her to contact
28 Terry Knowles, Attorney General's office, for the answer.
29

30 Nancy stated that the walking trail located south of North Cemetery (on Cemetery Land) had almost
31 doubled in size. She visited the trail and it appeared that trees were removed and stumped and new culverts
32 and bridges were installed. The Trustees asked Kim if the Board of Selectmen had given approval for the
33 work that had been done on this trail. Kim stated that as far as she knew, approval was not given. The
34 Trustees were upset that they had not been consulted prior to the commencement of this work. Kim stated
35 that other groups were also concerned about the work taking place on town trails without notification. Doug
36 was very concerned about culverts and bridges installed without Department of Environmental Service /
37 Wetlands Bureau approval and motorized vehicles crossing cemetery land. Melinda volunteered to draft a
38 memo to the Board of Selectmen explaining their disappointment and requesting that all work done on
39 cemetery property not be approved without first consulting the Cemetery Trustees. Melinda also agreed to
40 contact the Trails Committee, Conservation Commission, Forest Committee, Agricultural Commission and
41 the Fire Chief to discuss how to better communicate in the future. The Trustees intended to barricade the
42 entrance to this trail if necessary.
43

44 The Trustees reviewed the expenditure report. Nancy stated that all of the cemetery mowing/maintenance
45 bills had not been submitted. Nancy informed Spaulding that Lawrence Cemetery should only be mowed
46 once a month. The Trustees agreed that once a month was sufficient.
47

48 Doug requested the name of the "Lot" Sales Report be changed to "Right to Inter" Sales Report.

49 **Inspection of East Cemetery**

- 50 • Farley, (Hammond) children of Sarah and Leonard – broken in half

51

52 There were many flush markers sinking into the ground with grass growing over them. Doug recommended
 53 that the Trustees use a metal probe throughout the cemetery to locate sinking flush markers. Markers for
 54 Cadrain and Geddes were noted but there were at least eight others in the same row that needed to be
 55 mowed around. The Cemetery Trustees would like the cemetery to be reseeded in the early September.
 56 Nancy would ask Spaulding to schedule the reseeding work for early September. Spaulding needed to rake
 57 and mow the burial sites located in Section H between 4th Street and 9th Avenue. Nancy agreed to meet
 58 Spaulding at the Cemetery to explain the work the Trustees needed to be done.

59

60 **Requests**

61 Diane Ekstrom submitted a request to erect an upright monument on her one grave lot located in the East
 62 Cemetery (Section D). At approximately 6:25pm Diane and her sister Tracy Bennett arrived at the
 63 cemetery. Diane showed a photo of the monument she would like to install. Melinda explained to Diane
 64 and Tracy that there was a minimum lot requirement in Section D requiring ownership of four lots to erect
 65 an upright monument. Tracy asked if they could purchase an additional three lots in order to install the
 66 monument. Unfortunately there was only one additional space available next to the grave they owned. The
 67 Trustees could not allow an upright monument to be installed on a one or a two grave lot. Melinda
 68 explained that there were other areas in the East Cemetery that four lots were available. Kim also stated that
 69 new sections had been surveyed larger so that only two lots were required to erect an upright monument.
 70 This section was called the 2-Lot section. Diane was interested in purchasing lots in a section that an
 71 upright monument could be installed. Diane and Tracy requested that the Trustees make arrangements to
 72 have the two burials in their lot (a full casket and a cremation) disinterred from the lot and moved to a
 73 section that would allow them to erect an upright monument. They discussed the cost and agreed that the
 74 cost to do this was in the \$500 range. Diane and Tracy decided that they would meet with Kim at Town
 75 Hall the next day to finalize the cemetery sale and make the burial arrangements. The Trustees thanked
 76 Diane and Tracy for coming to the meeting.

77

78 The Weston family submitted a written request to the Trustees last winter. They requested that a diseased
 79 and dying tree be cut down near their lot and that the Trustees raise the grade of the lot to be level with the
 80 highest point of the lot. The Trustees did not agree that the tree was dying. The Trustees thought the tree
 81 needed to be pruned. Doug recommended granite curbing to solve the topography issue. It could be
 82 installed to raise the grade and would also serve the purpose of a flush marker. Kim agreed to contact the
 83 Weston family with their decision and suggestion.

84 *Doug moved to allow the Weston Family, at their expense, permission to prune the deadwood from the tree*
 85 *located near their lot. Nancy seconded and the motion unanimously passed.*

86

87 On April 29, 2010, Jeff Babel, DPW Director, submitted a written request to close all of the roads in the
 88 East cemetery excluding Second Street, Third Street, Seventh, Eighth and Ninth Avenue (between Second
 89 and Third Street ONLY) because they were the only roads in the cemetery with gravel bases. The Trustees
 90 discussed the request while walking the roads of East Cemetery. They decided that there was no damage
 91 from vehicles on the roads. On May 3, 2010, Melinda met with the Selectmen and a discussion ensued
 92 about repairing Ninth Avenue and Fourth Street. The discussion led to a request by Selectman Manoukian
 93 for the DPW to install a gravel base to both Ninth Avenue and Fourth Street. The Board of Selectmen
 94 agreed with Manoukian that the roads should be repaired or replaced. Melinda agreed to discuss whether or
 95 not the Cemetery Trustees wanted to install gravel based roads at the next cemetery meeting before
 96 requesting the DPW to install the new gravel roads. The Trustees thanked Melinda for consulting them.

97 The Trustees felt that this was the newest section of the cemetery and the most active, therefore were in
98 favor of rebuilding and repairing Fourth Street and Ninth Avenue, between Third and Fourth Streets.
99 *Doug moved to authorize Kim to submit a work order to the DPW requesting that a gravel based road is*
100 *installed on Ninth Avenue and Fourth Street. Scott seconded and the motion unanimously passed.*

101
102 *Doug moved that all roads in the East Cemetery remain open. Nancy seconded and the motion*
103 *unanimously passed.*
104

105 In 2001 the Board of Selectmen approved an ordinance that prohibited parking for 350 feet along Route
106 122 in front of the North Cemetery. At that time there might have been an issue that warranted the parking
107 ban but the issue no longer existed. A parking lot is delineated at the North Cemetery encouraging
108 cemetery visitors to park in front of the North Cemetery.

109 *Nancy moved to request that the Board of Selectmen revoke the North Cemetery “No Parking” Ordinance.*
110 *Doug seconded and the motion unanimously passed.*

111
112 Nancy notified Spaulding that the cemeteries need to be mowed three days prior to Memorial Day.
113

114 **Minutes**

115 *Nancy moved to approve the minutes of March 18, 2010 as submitted. Scott seconded and the motion*
116 *carried unanimously. Doug abstained.*

117
118 *Review of the April 20, 2010 meeting minutes were tabled.*
119

120 **Next Meeting** will be held June 17, 2010 at 6:00 PM in the North Cemetery.
121

122 **Adjournment**

123 *Scott moved and Nancy seconded to adjourn. The motion carried unanimously. The meeting was*
124 *adjourned at 8:06 pm.*
125

126
127 Respectfully submitted,
128

129 Kimberly Dogherty, Secretary