



Hollis Cemetery Trustees
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Minutes June 19, 2008

Attendees: Scott Fisher; chairman, Chris Buzzy, Doug Gagne and Melinda Willis
Absent: Nancy Bell
Staff: Kimberly Dogherty, secretary

The meeting was held in North Cemetery and was called to order at 6:00 pm.

Minutes

Doug moved to approve the minutes of May 15, 2008 as amended. Chris seconded and the motion carried unanimously.

Inspection of North Cemetery

Overall the cemetery was in poor condition. There was extensive grub damage that needed immediate attention. It appeared that Einstein's had completed the annual spring clean up. There were several violations regarding the use of artificial flowers.

The Trustees noted the following lot owners in violation of the Cemetery Rules and Regulations. Chris volunteered to dispose of the flowers that were not picked up. The Trustees asked the secretary to write a letter asking for the artificial flowers to be removed within two weeks.

The following lots had artificial flowers.

- Mack, Donald, Section E-5 (mailed letter to last known address)
- Mack, Lloyd Walter, Section E-6A (no contact information)
- Schopen, William, Section E-6 (no contact information)
- Bosquet, Karen Johnson, Section F-34 (mailed letter to last known address)
- Trevisani, Adelaide, Section E-28 (mailed letter to last known address)
- Wheeler, Agnes, Section E-27 (no contact information)
- Frank, Alan, Section D-24 (mailed letter to last known address)
- Dickerman, Edmund, Section E-6 (mailed letter to last known address)
- Aikins, John and Sarah, Section C-7 (no contact information)

NOTE: 06/27/2008 The Frank, Mack, Bosquet and Trevisani letters were returned as not deliverable. Lois Dickerman called and stated that she plants real flowers. We have other Dickerman lots but no contact information is entered.

Chris agreed to remove all of the artificial flowers from the East Cemetery over the next week. He would store the flowers in the Hearse House for now.

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51 **Old Business**

52 Einstein's Insurance will expire in July. The Trustees will request an updated Certificate of Insurance.

53
54 Scott reported that he visited the East Cemetery and Einstein's had completed the annual spring clean up.

55
56 The Blood stone at the East cemetery needed to be placed back on its base. The Trustees discussed if a work
57 order should be submitted or not. Chris stated that in the past they would keep a list of stones that needed
58 repair and in the fall would have them all repaired at once. The Trustees agreed with the previous practice.

59
60 The secretary reported that the Department of Public Works (DPW) removed the dead tree branch from the
61 Chartier tree at the East Cemetery. The DPW also reported that they staked off both sides off the road near the
62 Schellenberg lot.

63
64 The secretary reported that the DPW had handled the animal burial that took place in the North Cemetery
65 behind the Lievens lot.

66
67 Doug received a complaint from Virginia Wilkins regarding the overall condition of the East Cemetery.
68 Virginia also requested permission to plant flowers at both the Wilkins Lot and the Lund Lot. Doug informed
69 her that permission was not needed to plant real flowers and it was okay for her to do so. Doug explained that
70 the entire cemetery would receive grass seed this fall.

71
72 Last month an enforcement letter was mailed to the Kimmerlin family asking them to trim the lilac bush that
73 was overgrown. After receiving the letter Mrs. Kimmerlin contacted her old neighbor Shirley Cohen. Shirley
74 informed Kim that Mrs. Kimmerlin would not be able to trim the bush and gave the Trustees permission to
75 remove the bush. Doug volunteered to trim the bush and stated that if the task were too large he would contact
76 the DPW to remove the bush.

77
78 The secretary received a complaint from Ruth Roger regarding the condition on the East Cemetery specifically
79 her lot. She requested the area surrounding her lot receive grass seed. The secretary explained to the Trustees
80 that a work order was submitted to the DPW and the area was already seeded. The Trustees would still add
81 this lot to the list for seeding in the fall.

82
83 The secretary received a complaint from Victoria Harnish regarding the condition on the East Cemetery
84 specifically her lot. She requested the area surrounding her lot receive loam and grass seed. She also stated
85 that her father's memorial stone was marred each time **the** mower hit it. The Trustees agreed and added this lot
86 to the list for seeding in the fall. The Trustees agreed to revisit the site and take the appropriate action at that
87 time. The secretary agreed to contact Victoria and inform her of their decision.

88
89 Deb Adams, cemetery secretary, received a call from the Mulcahy family questioning the poor condition of
90 the East Cemetery. They questioned why perpetual care was not being used to seed their lot. The Trustees
91 would add this lot to the list for seeding in the fall. Scott would ask Deb for the Mulcahy's contact information
92 so that he could call the family to explain the Trustees decision.

93
94 **New Business**

95 Mr. Hinton, current caretaker of the Clinton Lot (East Sec. D-5), attended the meeting to discuss the
96 enforcement letter he received regarding artificial flowers. Mr. Hinton explained that he recently had similar

97 problems in Pepperell and Nashua. Judge Gormley represented him in both cases. The secretary had taken
98 color photos of the flowers on the Clinton lot and passed them around for the Trustees to review. Mr. Hinton,
99 pointing at the photos, explained that artificial flowers of the past were plastic and homely.
100 His flowers were very attractive and could easily be mistaken for real flowers. Mr. Hinton felt prohibiting
101 artificial flowers was discrimination. Mr. Hinton stated that the other cemeteries would now allow him to have
102 artificial flowers if they were placed in a container. Mr. Hinton asked the Trustees to adopt a similar rule. The
103 Trustees agreed to discuss the request and have the secretary inform Mr. Hinton of their decision as soon as
104 possible. Mr. Hinton thanked the Trustees for their time. The Trustees agreed to allow Mr. Hinton's flowers to
105 remain until they reached a decision.

106
107 Melinda reported that Jim Belanger had given her a verbal complaint. Jim was disappointed with the condition
108 of East Cemetery on Memorial Day.

109
110 Doug explained that the cemetery had a sign prohibiting dogs and horses but no such rule existed in their
111 regulations. Doug wanted to have new signs made for all of the cemeteries highlighting the important rules.
112 The secretary suggested installing a country looking mailbox that the Rules and Regulations could be stored
113 in. Chris agreed to research ideas for signs and make a presentation to the Trustees at their October meeting.
114

115 Scott once again spoke to an Eagle Scout leader who explained to him that the scout projects are done in
116 cycles. Scott asked the Trustees to think about an appropriate project. The Trustees agreed to give it thought.
117

118 The secretary received a request to plant a tree in the East Cemetery from the Tyska family. The family would
119 like to plant the tree within the confines of their four lots. The family was not willing to give up any lots to
120 receive approval. The letter referenced the Storrs family plot, which had a tree growing over it. The secretary
121 explained to the Tyska family that the Storr's family gave up two of their four lots to receive approval. The
122 Trustees discussed the many issues surrounding the planting of trees so close to the gravesites. Chris seemed
123 to remember the DPW director was against trees planted because of excavation difficulties. Doug agreed to
124 contact the DPW Director for a conclusive answer.

125 *Doug moved to deny the request to plant a tree in the East Cemetery, Section F, Lots 373,374,425 & 426.*
126 *Chris seconded and the motion unanimously passed.*
127

128 The Trustees reviewed their Expenditure Report. They paid Einstein's \$4700 as of 06/19/2008. The Trustees
129 wondered how much they had spent of their maintenance budget this time last year. Melinda stated that Paul
130 Calabria, Finance Director, could give them a report showing up to three years back. The secretary agreed to
131 talk to Paul and request this report next month. The Trustees would ask Nancy to keep an eye on the total
132 mowings because the contract with Einstein's specifically states the number of mowings must not exceed
133 sixteen.
134

135 Doug presented the proposal for over seeding of the cemeteries submitted by Einstein's. Einstein's would use
136 the tall fescue blend seed but would use a spreader to disperse the seed. The condition of North Cemetery was
137 so bad that Doug recommended that the Trustees hire a company to hydroseed. Doug estimated this cost to be
138 around 5-7 cents per square foot. Doug agreed to solicit hydroseed bids and present them at the next meeting
139 for discussion. The Trustees all agreed the cemetery needed attention.
140

141 The Trustees discussed the grub control problem in most of the cemeteries. Doug explained a new product on
142 the market that he was hopeful would be the answer. Merit, the current chemical used to treat grubs, was
143 ineffective without proper watering. **Chris stated that until 5 years ago the Trustees contracted with Chem-**
144 **Lawn on an annual basis for chemical treatments of the Cemeteries and that they may have included grub**
145 **treatments.** The secretary agreed to research the historical data regarding **the use of** grub control.

Melinda reported on the cemetery conference she attended with Scott, Kim and Troy hosted by the Attorney General's office. The Cemetery deeds that have been sold since the early 1970's have been incorrectly signed by the Town Treasurer.

The Board of Selectmen (BOS) is the only body that legally can validate the selling of a cemetery deed. Bill Drescher, Town Attorney, has been contacted and is in the process of drafting a letter for the BOS to sign blessing all of the "illegal" deeds. The BOS will sign all deeds in the future. Melinda explained gross base budgeting to the Trustees. Basically the Trustees could use the income generated from the Trust Funds but they must budget for it in their total budget. Melinda explained that currently a check is being cut on a quarterly basis to the general fund from the cemetery trust funds. Melinda presented a voucher form that could be part of a new practice. She recommended the Trustees immediately stop the practice of funds being transferred from the Trust Funds to the General Fund and they should let the income build. The Cemetery Trustees would complete the voucher form directing the Trustees of the Trust Fund which vendor to pay. The secretary reminded the Cemetery Trustees that the income used from these accounts must be linked to specific lots. Doug questioned how the Trustees would approach this new procedure with the Board of Selectmen and the Budget Committee. Melinda agreed to present the information to them at the appropriate time. Melinda asked the Trustees to review the voucher form for review and adoption at next month's meeting.

Scott explained that he would like to eliminate perpetual care. He would like to collect a fee for the sale of the lot and instead of a portion going to perpetual care a portion could be designated as "general care". He explained that this would allow the Trustees to use the money without being linked to specific lots. The Trustees agreed. The Trustees tabled the discussion.

The secretary learned, at the conference, that some towns are selling a "Right to Inter" rather than a Deed. This "Right to Inter" would also help the Trustees with enforcement of rules and regulations because the town has only sold the right to inter and has not issued a deed. The secretary had contact information from a Trustee from the Town of Hillsborough and agreed to contact her. Hillsborough now sells a "right to Inter" and the secretary would find out the pros and cons and report back next month.

The Trustees discussed the correct process for determining the owner of a lot. Kim was surprised at this procedure and stated that this is not currently followed. Kim had already informed Deb, who handles all in house cemetery matters, of this RSA and it would now be followed.

1. Ask the person to produce the Cemetery Deed
2. Ask for a copy of the will
3. Ask for probate court or any other documents proving ownership
4. The owner must go to Probate Court

Melinda presented a draft letter addressed to the Trustees of the Trust Fund, Finance Director and the bank regarding the automatic quarterly withdrawal that is currently taking place. The letter asked for this practice to immediately stop. The Trustees made a few amendments and asked the secretary to mail the letter.

Lots Sold (May, June)

0 lots sold

Interments (May, June)

1 burial performed

Simonds, Alice

East E-7

05/31/2008

Next Meeting will be held July 17, 2008 at 6:00 PM in the Pine Hill Cemetery.

195

196 **Adjournment**197 *Doug moved and Chris seconded to adjourn. The motion carried unanimously. The meeting was adjourned at*
198 *9:00 pm.*

199

200

201 Respectfully submitted,

202

203

204 Kimberly Dogherty, secretary