



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

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**Minutes November 15, 2007**

Attendees: Doug Gagne – chairman, Scott Fisher, Jeff Snow, Chris Buzzy and Nancy Bell  
Staff: Kimberly Dogherty, secretary

**The meeting was held in the Community Room and was called to order at 6:30 pm.**

**Minutes**

*Nancy moved to approve the minutes of July 19, 2007 as submitted. Jeff seconded and the motion carried unanimously. Chris abstained.*

*Chris moved to approve the minutes of September 20, 2007 as submitted. Scott seconded and the motion carried unanimously. Jeff and Doug abstained.*

*Scott moved to approve the minutes of October 9, 2007 as submitted. Doug seconded and the motion carried unanimously. Nancy and Chris abstained.*

**Old Business**

Doug appeared before the Selectmen (BOS) on October 29, 2007 to present the 2008 Proposed Cemetery Budget. He requested \$28,057.00 on behalf of the Trustees, which was \$1200.00 (4.1%) less than their 2007 budget request. He mentioned to the BOS that money should be set aside for the future expansion of East Cemetery. He explained to the BOS that the Trustees would implement the expansion project incrementally. They would start with surveying, engineering then design to avoid presenting a big budget request all at once. The Trustees were confident their budget would be approved. The secretary agreed to inform them of any budget cuts that might affect their budget.

Jeff stated that Dick Medlyn would be in town tomorrow to repair broken stones. Jeff was unsure of the cost but did not think the entire \$1000 would be spent. Doug asked Jeff to get a quote if the repairs did not reach \$1000 so that the Trustees could encumber the funds for monument repair in 2008.

The secretary forwarded a message from Dottie and Herman Stickney, abutters to the Churchyard Cemetery. They commented that the new stonewall looked fantastic. They were very pleased with the attention to detail of Kevin Gardner, stonewall contractor.

Scott explained that he was still working on the fee structure project. He should be finished and agreed to give a presentation to the Trustees at their January meeting.

Doug will contact Jeff Babel, DPW Director, to discuss paving the aprons at East Cemetery and the possible closing of the cemeteries during mud season. The Trustees were in favor of paving the aprons but were opposed to closing the cemeteries on a date specific basis.

In June of 2005 the Trustees approved the planting of a dwarf tree on the Saunders lot located in the East Cemetery, Section C, Lot 90, to replace a tree that had died.

Doug recently planted a Maple tree at the Saunders Lot in the East Cemetery instead of the dwarf tree. Doug consulted with Becky Crowther, DPW secretary, to discuss her departments preferred location before he planted the tree and asked if the DPW had any objections. The DPW had no objections.

### Rules and Regulations

The Trustees discussed their Rules and Regulations and made the following changes.

*Jeff moved to approve the following amendment to the Rules and Regulations. Chris seconded and the motion carried unanimously.*

#### **Section I.G** Underlined text removed

“Any persons disturbing the quiet and good order of a cemetery by noise, fast driving or other improper or disorderly conduct, or who violates any of the rules, will be compelled to at once leave the grounds, by the Director of Public Works, and such person will be dealt with as provided by law.”

*Chris moved to approve the following amendment to the Rules and Regulations. Nancy seconded and the motion carried unanimously.*

#### **Section VII.F** Underlined text removed and **Bolded text added.**

Move Section VII.F to Section I.I

“All work done in the any cemetery by owners, their aids or employees will be subject to supervision **and/or approval by the Cemetery Trustees.**

*Scott moved to approve the following amendment to the Rules and Regulations. Nancy seconded and the motion carried unanimously.*

#### **Section IX** **Bolded text added**

“The Director of Public Works is empowered and authorized **by the Cemetery Trustees** to enforce these Rules and Regulations. The Trustees have the authority to grant exceptions or change any of the preceding rules.”

### New Business

Nancy reported three stones were down in the South Cemetery. The Worcester stone was located in the upper left corner and knocked off its base. The Colburn stone in the lower right corner was pushed over but still on its foundation. An unidentified stone in the back row about in the center of the cemetery was also pushed over.

The expansion of East Cemetery was discussed. Doug pointed to a spreadsheet the secretary created for them showing lots sold from 2001-present. The spreadsheet also estimated the amount of lots remaining in the East Cemetery. The two-grave lot sections were the most popular. At the current rate of sales there were only about four years of the two-grave lots remaining for sale. It recently came to their attention that most of Section G was set aside for the future expansion of the two-grave lot section. If the Trustees could have new plans drawn up for Section G this year they would like to. The secretary offered to contact Reginald Ouellette to ask if he could have new plans drawn up by the end of the year. Jeff wanted to know if interior bounds could be set as well. The project must be billed by December 31, 2007.

*Doug moved to hire Reginald Ouellette, not to exceed \$1500, to set new bounds and draw new plans for Section G at the East Cemetery. Chris seconded and the motion carried unanimously.*

Chris stated that the Churchyard west wall was overgrown again with plants. Chris felt Ekstrom was missing the mowing of the plants a little more each time. He felt it would only be a matter of time before the plants were out of control again. Nancy agreed to contact Jason Ekstrom.

**Interments (September - December) Not entered in the database as of 11/21/07.**

0 burials performed

**Lots Sold (September - November)**

11 lots sold

Litchfield, C. Stanley & Barbara	East H-857, 858	09/26/2007
Realmuto, Peter & Sandra	East F-317, 318, 369, 370	09/28/2007
Realmuto, Steve & Iris	East F-319, 320, 371, 372	09/28/2007
Pelletier, Donald & Dorothy	East E-247	10/29/2007

**Next Meeting** will be held January 17, 2008 at 6:30 PM in the Community Room.

*Nancy moved and Scott seconded to adjourn. The motion carried unanimously. The meeting was adjourned at 7:48 pm.*

Respectfully submitted,

Kimberly Dogherty, secretary