



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

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Minutes November 20, 2008

Attendees: Doug Gagne, Vice-Chairman, Nancy Bell and Melinda Willis
Absent: Scott Fisher, Chairman and Chris Buzzy
Staff: Kimberly Dogherty and Deborah Adams

The meeting was held in Community Room and was called to order at 6:10 pm.

Minutes

Melinda moved to approve the minutes of October 16, 2008 as submitted. Nancy seconded and the motion carried unanimously.

Cemetery Inspection Reports

Pine Hill Cemetery

In July a work order was submitted to the Department of Public Works (DPW) requesting two large branches, a sumac tree and brush at the main entrance to be removed. Doug visited the cemetery and reported that the work had been done.

East Cemetery

Deb received a complaint from the owner of the Yuksel lot. The area surrounding her monument was in desperate need of seed. The burial took place over three years ago and the area still had no green grass.

Old Business

Right to Inter

Deborah Adams had been invited to the meeting to discuss the amendments and potential adoption of the Right to Inter document. Deb explained that she had a request to purchase lots yesterday and she took the opportunity to test the new Right to Inter document. Deb reported that when she sold cemetery lots she always explained the applicable rules and regulations. Deb presented the amended Right to Inter documents to the Trustees. She stated that all of the changes they requested at their last meeting were included. Deb explained that the original deeds were currently stored by Volume I and II. Once the Right to Inter document was adopted she would create Volume III. Melinda hoped to initialize the new procedure by January 1st.

The Trustees and staff discussed the current process of allowing burials. Deb stated that currently she worked with the funeral home directly, usually over the telephone. Melinda wanted to know if Deb asked for proof of ownership of the lots. Melinda stated that according to New Hampshire state law only the owner of the lot could approve a burial in their lot. If someone other than the owner requested a burial the requestor must show proof of ownership of the lot.

48 Deb stated that this would be difficult due to the fact that many older lots did not have a deed, only a last
49 name was listed on the deed card and no other information was available. Melinda understood but stated
50 that in Massachusetts when this happened the lot was closed and no further burials were permitted until
51 ownership of the lots was determined.

52
53 Melinda explained that in the future the owner of the lot must authorize a burial and if the owner was no
54 longer living then their descendants must either present a will or probate paperwork proving ownership.
55 Deb disagreed that this was necessary. Melinda stated that it was the law. Melinda explained that at the
56 initial sale of the lot staff should be stressing the importance of including the transference of their deed or
57 right to inter in their will.

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59 The Trustees briefly discussed the possibility of amending the Rules and Regulation so that only Hollis
60 residents would be allowed to purchase cemetery lots. In the future Doug would like to revisit the
61 discussion of increasing the prices of the cemetery lots.

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63 The Trustees thanked Deb for attending the meeting and asked if she would forward the document to
64 Drescher, town attorney, once she made the changes that were discussed earlier. Deb agreed.

65
66 **Motion**

67 *N. Bell moved to authorize Deb to send the Right to Inter document to Drescher for review and approval*
68 *with the understanding that there would be a charge. Melinda seconded and the motion unanimously*
69 *passed.*

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71 Budget

72 The Board of Selectmen (BOS) denied the Trustee's request for an additional \$2500 for the purpose of
73 applying grub treatment to the cemeteries. The Trustees were disappointed. With the Cemetery Chairman
74 absent, Melinda volunteered to attend the next BOS meeting on behalf of the Trustees.

75

76 Melinda intended to request permission to encumber \$2500 for the purpose of applying several grub
77 treatments. A contract would be necessary to encumber the funds. Kim stated that all requests to encumber
78 funds must be submitted to the Finance Office no later than December 5th. Doug agreed to contact
79 Einstein's and ask them for an itemized grub control treatment plan for 2009, which could be reviewed and
80 used as a contract if both parties agree to the cost and terms of the estimate. Kim agreed to request time on
81 behalf of the Trustees on the next BOS agenda to discuss the encumbrance request they would submit.

82

83 Monument Repairs

84 Chris was not present therefore could not update the Trustees on the status of the monument repairs taking
85 place at Churchyard Cemetery.

86

87 Police Surveillance

88 Kim reported that the police surveillance bill for Halloween was only \$469.20, which was \$430.80 under
89 their budgeted amount.

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91 East Cemetery Boundary Issue

92 No Update.

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New Business

Cemetery Lots (East)

The owner of the Mello Revocable Trust contacted Deb Adams with the intent of selling their cemetery lots back to the Town of Hollis. Deb Adams asked the Trustees to approve the request. The lots were located in the East Cemetery, Section G-475 and 476.

Motion

Melinda moved to return the amount of \$750 to the Mello Revocable Trust. The Mello Revocable Trust no longer wished to own the lots located in the East Cemetery Section G-475 and 476. Nancy seconded and the motion unanimously carried.

Lots Sold (November)

2 lots sold

Jones, Craig & Victoria

East G 525-526

11/19/2008

Interments (November)

No burials performed

Next Meeting will be held December 11, 2008 at 6:00 PM in the Board of Selectmen's Administrative Office, Town Hall.

Adjournment

Doug moved and Melinda seconded to adjourn. The motion carried unanimously. The meeting was adjourned at 8:15 pm.

Respectfully submitted,

Kimberly Dogherty, Secretary