



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

Minutes December 8, 2011

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9 The meeting was called to order at Hollis Town Hall, Upper Town Hall at 6:04pm.
10 Present: Melinda, Doug, Nancy, Chris. Absent: Scott, Kim.

11
12 Hans Wentrop, from Einstein's, observed the meeting.

13 14 Cemetery Maintenance Bids

15 The Trustees reviewed bids from Spaulding Outdoor, Einstein's Inc. and The Shrub Guy, noting that all bids included
16 the required information. Doug noted the disparity in pricing between the three bidders. While the bids from
17 Einstein's and Spaulding were very similar, The Shrub Guy's pricing came in nearly double for Spring and Fall cleanup
18 yet nearly half as much for mowing. Since both Einstein's and Spaulding have had the maintenance contract in
19 previous years, the Trustees agreed that they had a better understanding of the work effort required for the town
20 cemeteries. The Trustees also agreed that given recent dry conditions the number of mowings is typically dropped to
21 12, thus minimizing the pricing advantage to The Shrub Guy. The Trustees discussed references for the three
22 bidders. All agreed that Spaulding had done outstanding work over the last year. Nancy mentioned that Einstein's,
23 who had the cemetery maintenance contract some years ago also did great work and her only complaint was that
24 the on-site work crews could not make decisions and all work requests or needs had to be directed to the main office
25 in Fitchburg, MA. Chris stated that Spaulding was a Hollis-based business. Chris made a motion to award the 2012
26 contract to Spaulding Outdoor with an option for a second year, based on their work quality over the last year and
27 the fact that they are a located in Hollis. Doug seconded the motion. The motion passed unanimously.

28 29 Encumbrances

30 Nancy agreed to ask Travis Spaulding for an estimate to reseed the 'grass roadways' at East Cemetery pending the
31 completion of the ongoing water project. Doug made a motion to encumber \$1000 from the Lawn Treatment
32 account, 01-4195-0-468, for the eventuality of this work. Chris seconded the motion. The motion passed
33 unanimously.

34 35 Cemetery Expenditures/Anticipation Report

36 Chris noted that \$750 of spent Monument Repairs funds should have been debited from the Cemetery Projects
37 Encumbered account, 01-4195-0-710, which were encumbered from 2010.

38 39 Interments, Interment Fees

40 No comments noted.

41 42 Farm Lease Agreement

43 Trustees asked that Scott Fisher compose a letter to the Hollis Board of Selectman (BOS), as a follow-up to a previous
44 meeting between Melinda and the BOS, requesting a 1-yr lease agreement with David Orde for land he is farming in
45 the future expansion area of East Cemetery.

46 47 Cemetery Entrance Signs

48 Doug discussed that he had looked at several options for the signage and favored a method of silk-screen lettering
49 on 24-gauge aluminum.
50 He estimated the total cost to be approximately \$50, for a each sign with a stake, with an expected life-span of 8-10
51 years. Another method, utilizing vinyl lettering was determined to be too expensive since it was priced per letter.

52 The Trustees agreed to work on the scripted text over the winter with the expectation of ordering approximately 6
53 signs in the Spring.

54

55 East Cemetery Water Project

56 Scott was not present to provide an update but he had indicated in email that he expected the work to be
57 completed in the following week and that Skilling's was completing the work at a reduced rate and as time was
58 available.

59

60 October Meeting Minutes

61 Doug made a motion to approve the October Meeting Minutes as written. Melinda seconded the motion. Nancy
62 abstained. The motion passed unanimously.

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64 Doug made a motion to close the meeting at 7:10pm. Chris seconded the motion. The motion passed unanimously.
65 The next meeting will be held at Upper Town Hall at 6:00 PM on January 19th.

66

67 Respectfully submitted,
68 Chris Buzzy, Cemetery Trustee