



**Town of Candia
Cemetery Trustees
74 High Street
Candia, New Hampshire
03034**

Cemetery Minutes 5/17/18 Approved minutes

Meeting called to order @ 6:30 p.m. by Chair Holly, **1.** Followed by the Pledge of Allegiance.

Present: Chair Holly Haas, Vice-chair Carleton Robie, Dick Snow, Lorraine Meuse, Sexton Martin McFarland and Administrative Assistant Donna Del Rosso. Absent: Tom DiMaggio.

Regular Business:

2. Carleton motioned to accept the minutes as presented, Dick seconded, no further discussion, motion passed unanimously.

3. Monthly Operational Status Report: Sexton Martin reported that we had 2 (two) full burials: Anderson and Manfretti, and 2 (two) more scheduled for June. He also reported that Mr. Pike cleaned up Holbrook Cemetery a little bit from winter debris; it has also been mowed once. Sexton Martin reported all the work up at the Hill Cemetery has been taken care of, he was very impressed with the quality of work and he only charged the town \$950. Lorraine will wait for the invoice/W-9 and submit for payment. Sexton Martin brought up his generator and sanded the Tomb door.

Chair Holly received 1 (one) memorial request from Kobels/Campbell regarding corner markers (Section O Lot 12). Sexton Martin also marked out Perkins.

Chair Holly also reported that when she and Tom went out to the Cemetery that some of the corner markers are lower than the plot and are hard to find. Suggestion was made to have Sexton Martin work on it as budget permits. Sexton Martin also reported that one of the tomb walls is buckling badly.

4. Correspondence: Chair Holly had a request from a woman that wanted to go in to work on the family plot in the Village Cemetery and she said the gate was closed. Members disagreed and indicated that the gates have been open. Chair Holly will contact her and let her know that it is open.

5. Monthly Budget: 2nd laptop for the bookkeeper (Lorraine) has been paid for. Chair Holly and Lorraine will work on the MacAfee software.

Old Business:

1. Pontem Cemetery Software: Chair Holly informed the Trustees on her progress with entering all the paper deeds into the laptop. Chair Holly thinks “we” are missing about 500 deeds, but she will go through Purington catalog (that was done by tombstone only – no deeds were provided).

Chair Holly and Tom have been working on the map of Holbrook. Old is red and new is blue for location purposes, mapping will include both locations.

2. Cemetery Maintenance: Sexton Martin and Mr. Pike have been working as needed.

3. Tree in Hill Cemetery: John Brown Logging from Weare, N.H. did the service.

New Business:

1. Trustees of Trusts: Have requested to meet on Thursday, June 14th @ 6:30 p.m. for a discussion on the 3 (three) funds, what “we” are doing with those accounts.

2. Road/Lot Signs in Cemetery: Chair Holly would like to table until the fall.

3. Cemetery Gate: Holly and Sexton Martin received two different estimates and will look at the budget in September.

4. Paving Estimates: Sexton Martin will contact Dennis (Road Agent) for main roads in Holbrook Cemetery.

5. Drone Pictures of Hill: Joe Haas went to Hill Cemetery and took pictures of the area. Trustees discussed how to fix/repair broken stones. Trustees also agreed to have Joe take pictures of all the cemeteries, he will wait until the fall for the cemeteries that have a lot of trees.

Other Business:

1. Future meeting schedules, agendas & action items – June 21st @ 6:30 p.m.

2. Sexton Martin will contact Lisa Cote to see if the “cubs” are available to install the flags on Veteran lots for Memorial Day.

3. Lorraine will keep a “hard” copy of all necessary paperwork.

4. Adjournment: Carleton motioned to adjourn at 8 p.m., seconded by Lorraine, no further discussion, motion passed unanimously.

Minutes submitted by Administrative Assistant Donna Del Rosso.

