



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

Cemetery Trustees July 19, 2018 Approved minutes

Present: Chair Holly Haas, Bookkeeper Lorraine Meuse, Carleton Robie, Dick Snow, Tom DiMaggio, Sexton Martin McFarland and Admin. Asst. Donna Del Rosso.

REGULAR BUSINESS:

Meeting called to order @ 6:33 p.m. by Chair Holly.

1. Followed by the Pledge of Allegiance.
2. Previous Minutes: Dick motioned as amended, Tom seconded. Motion passed.
3. Monthly Operational Status Report: Tom motioned to let Sexton Martin in a time sensitive emergency to have the authority to spend \$200 to have a stone fixed if no other means of being fixed/corrected and let Chair Holly know, Lorraine seconded. Motion passed.

The report request from Donna B. could not be provided. Bookkeeper Lorraine will ask Donna B. for Sexton Martin and Mr. Pike's timesheet for budget purposes.

Sexton Martin reported he marked out Predaris for a headstone, Higgins was buried, Henderson urn buried, trimmed bushes, a couple people called for lots, sprayed for poison sumac and then mowed. Chair Holly received a memorial request for J. Anderson. Chair Holly will add Sexton Martin's cell phone to the memorial request form for contact purposes.

4. Correspondence: Chair Holly contacted Hussey for memorial request to be sent (snail mail) to the memorial company to be approved
5. Monthly Budget: Discussed above.

OLD BUSINESS:

1. Pontem Cemetery Software: Tom is currently working on naming the roads (Main & Central) in Holbrook Cemetery for mapping. Carleton motioned section N & P to label 3rd St. South and 4th St. South, Tom seconded. No further discussion, motion passed.
2. Lot issues/decorations: Chair Holly received a recommendation from town attorney suggesting how to address the infractions on the cemetery lots to deed holders or family and or heirs. Trustees were given 2 draft letters and it was discussed that "After the removal of such items" will be taken out. Carleton suggested that the 1st letter just include the "Rules and Regulations" and a brief explanation of any infractions. Chair Holly read the letter from town attorney which suggested giving them adequate time for their cooperation, if not then determine a date for such articles to be removed. Sexton Martin will dispose of plastic containers with plants that are dead as well as beer cans and bottles.
3. Letters to Lot owners: Chair Holly will draft a letter for Trustees to look over at the next meeting. These letters will be sent out "registered/certified" mail.

NEW BUSINESS:

1. Rule Signage/Map: Trustees discussed having signs at both entrances of the Holbrook Cemetery, Chair Holly will draft what should be included and members will bring thoughts and suggestions for the next meeting.
2. Street Signage: Trustees discussed only Main St. and Central Ave.

OTHER BUSINESS:

Carleton discussed with Trustees on how to obtain funds to be expendable for the sale of the land (lots). Chair Holly will work on a warrant article for next budget year.

1. Future Meetings: Aug. 16th, @ 6:30 p.m. Town Hall Meeting Room.
2. Adjournment: Carleton motioned to adjourn at 8 p.m., Lorraine seconded. Motion passed.

Minutes submitted by Admin. Assist. Donna Del Rosso.

