



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

Oct. 18, 2018 Approved minutes

Present: Chair Holly Haas, Bookkeeper Lorraine Meuse, Tom DiMaggio, Carleton Robie, Dick Snow, Sexton Martin McFarland and Administrative Assistant Donna Del Rosso. Bookkeeper Lorraine had to leave early for a personal matter.

Meeting called to order at 6:30 p.m. followed by the 1. Pledge of Allegiance.

Regular Business:

2. Previous Minutes: Lorraine motioned to accept the minutes as amended, Tom seconded. Motion passed. Carleton abstained.
3. Clark Lot/Public Comment: Joyce French and Bryce Clark came in to discuss the letter they received regarding the infractions that are on the current "Clark" gravesite. Joyce explained that she does not have a copy of the "rules and regulations". The Trustees will allow Joyce to make some corrections and then they will go out and check the gravesite to see if it is acceptable. Trustees and the Sexton have also been "cleaning" up other smaller infraction lots. Trustees thanked Joyce and Bryce for coming in. Trustees discussed options on how to educate lot owners of the rules and regulations. When new requests for burials come in they will be given the rules and regulations.
4. Mo. Operational Status Report: Sexton Martin reported F. Leonard full burial on 9/23, P. Chace urn 10/12. Chair Holly received a memorial application from S. Dinsmore for markers. E. Martel purchased a burial lot and sent in a memorial marker application. When the Cemetery needs loam Sexton Martin will contact G. Young.
5. Correspondence: discussed above (see #3).
6. Monthly Budget: Chair Holly had Donna B. add a couple budget lines such as: secretarial wages and installation of corner markers. Dick and Trustees discussed options for a "revolving" account for corner markers. Warrant article will be discussed at the next meeting. Sexton Martin will contact J. Brown in Weare for a tree removal.

Old Business:

1. Pontem Cemetery Software: Chair Holly and Tom will get together to discuss the information (lots/graves) needed for the Pontem mapping system. Beane Island has been mapped out and will be added to the Pontem software as well. East Candia is now being worked on.

2. Rule Signage/Map: Tabled for next month.
3. Street Signage: Dick will contact the “sign” guy up at the Correctional Institute.
4. Road Repaving Project: Road Agent Dennis provided information of \$69/ton to pave, Trustees have put in \$10K into the next budget and they will see how far it will go.
5. Socha Tombstone Erosion: Sexton Martin will try to work on lifting the flush markers.
6. New Mobile Scanner purchased: Chair Holly purchased a “refurbished” portable scanner for \$99.99.

New Business:

1. Official Bean Island Takeover: Chair Holly passed out the procedure for taking over an abandoned burial ground citing various RSA’s. Advertisement in the local paper, try to locate members of deceased, and give an amount of time for correspondence and then have a public meeting by the BOS then voted on. Trustees will send a letter to the BOS to start this process including the RSA’s.

Tom motioned to start the process for an abandoned cemetery, Dick seconded. Carleton quoted the RSA’s Sections 289:19, 289:20 and 289:21. Motion passed.

2. East Candia Cemetery: Chair Holly reported that 188 deeds need to be input.

Other Business:

1. Future meeting schedule: Thursday, Nov. 15th, @ 6:30 p.m. Town Hall Meeting Room.

2. Adjournment: Tom motioned to adjourn @ 8 p.m., Carleton seconded. Motion passed.

Minutes respectfully submitted by Administrative Assistant Donna Del Rosso.