



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

March. 31, 2021 Cemetery Minutes unapproved

Meeting called to order @ 7:00 p.m.
Pledge of Allegiance

Present: Richard (Rick) Lazott, Richard (Dick) Snow, Beth Chalbeck, Mark Chalbeck and Select Board Liaison Susan Young

Absent: Carlton Robie, Admin Assistant Donna Del Rosso and Sexton Martin McFarland.

Elections

Dick as proforma chair, first order of business elections, Mark Chalbeck motioned to nominate Beth Chalbeck as Chair and Richard Lazott seconded, no discussion, Mark- Yes, Rick-Yes, Dick -Yes and Beth-Yes.

Dick Motioned to keep Beth Chalbeck as Bookkeeper Mark seconded, no discussion, roll call Mark-Yes, Rick-Yes, Dick-Yes and Beth -Yes, all agreed Mark will assist Beth with the bookkeeper position.

Non-Public 91-A:3-11a

Mark motioned to go into a non-public according to RSA 91: A 3-IIa. Beth second. No discussion, Roll call vote, Mark-yes, Rick-Yes, Dick --Yes and Beth -Yes

Rick motioned to close non-public. Mark second. No further discussion.

Mark-Yes, Rick-Yes, Dick -Yes and Beth-Yes

Meeting for non-public closed @ 7:50pm.

Meeting called to order 7:50 p.m.

Mark motioned to seal the Nonpublic minutes, Rick second. No discussion. Roll call vote, Mark-Yes, Rick-Yes, Dick -Yes and Beth-Yes

Regular Business:

Welcome Rick and Our new Select board liaison Susan.

1. Previous Minutes – Mark motioned to replace and accept the amended March 18th minutes and to fix the Cemeteries@candianh.org email Dick second, discussion was Dick expected the motion to be all 5 to vote on the removal of the sexton but the by-laws say the majority and the motion was not all 5 just all. Dick said he did not take inventory of the maps and files and said he wants to be involved in the paving project discussion was that we should invite Jeff the new road agent to our next month meeting. Roll call vote, Mark- Yes, Rick-Abstain, Dick -Yes and Beth-Yes
2. Mo. Operational Status Report – Martin was not at this meeting Opening day is tomorrow April 1st.

4. Correspondence – There was a call about a monument wanting to be placed in the cremation plots, discussion was tabled to next month's meeting when Martin is at the meeting.

5. Monthly Budget – Nothing to report.

Old Business:

1. Unapproved Meeting Minutes for past meetings. There are not enough trustees to approve but will be put on the town site with the other minutes. Dick's concern is that the wood should be going to the town for people who need it, or to the trustees and that it needs to go through the books. Beth made a motion to add the minutes to the website in addition to the other minutes as an addendum, Mark second. Roll call vote, Mark- Yes, Rick-Abstain, Dick - Yes and Beth-Yes

2. Hill Cemetery Tree Issue – Tabled to Aprils meeting

New Business:

1. Code of Conduct/Procedure- Everyone should have the Cemetery Association training, Rick mentioned NHMA training. Discussion is that no single trustee shall tell Martin how to do his job and will table that for next meeting when martin is there to discuss further.

2. By-laws- Tabled

3. NHCA Dues-Rick motioned to authorize the bookkeeper/chairperson to pay the NHCA dues. Dick second. Discussion was to look in the back of the book Dick gave Beth to find the info and can also go online. Roll call vote, Mark- Yes, Rick-Yes, Dick -Yes and Beth-Yes

4. Alternate members- Tabled

5. Town Hall Basement info- Mark made a motion to buy a file cabinet to put the Cemetery Trustees records in the basement in the town hall if we cannot find one not in use, Rick second. Roll call vote, Mark- Yes, Rick-Yes, Dick -Yes and Beth-Yes

Other Business:

1. Future meeting schedules, agendas & action items. Feb. 18th @ 6:30 p.m. @ Town Hall. Action items- Dick wants to talk to the town IT people. He does not want the trustees to have the new computers he said he never turned them on but does not know if they will do. what we need them to do.

2. Adjournment - Dick motioned to adjourn @ 9:00 p.m. Rick second. No further discussion. Roll call vote, Mark- Yes, Rick-Yes, Dick -Yes and Beth-Yes

Minutes respectfully submitted by Beth Chalbeck