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Hooksett Cemetery Commission

Tuesday October 4, 2011

Commission Chair Sharron Champagne called the meeting to order at 7:35pm; this meeting had been previously posted in two public locations. Proof of posting can be found on the town website: www.hooksett.org

Attendance: All committee members present; Sharron Champagne (Committee Chair), Mike Horne and John Danforth (Secretary)

Public in attendance: None. Public Input: None

The Commissioners agreed to keep the Commission assignments the same as the previous year for this coming year.

The Commissioners discussed issues pertaining to the upcoming budget cycle (12-13) to include possible CIP items such as paving and fencing.

Possible budget items:

- Fence maintenance (ex: Heads)
- Paving Repairs (ex: Martins)
- Replacement Fencing (ex: Riverside)
- Signage: Riverside, Davis-Cate, Clay Pond, Austin and Hall Mountain
- Other Repairs

Old Business

Cemetery Regulations: The dimensions of monuments (size, height) as well as their placement in respect to surrounding plots were discussed. 6" of clearance is a minimum and monuments on multiple lots will require more of a setback.

The Commission agreed to discuss the updating of the regulations on a bimonthly basis.

Loaming and seeding has been done after the most recent burials.

John will work with Christine in Finance to swap out the old computer and printer for a new computer and printer for the Commission before the next meeting. . Mike brought in the computer and printer and John now has these in his possession to make the exchange.

Project List

Riverside Fence: paint it black, and Mike will seek out volunteers to help out. GE may be willing to pitch in again as they had at Martin's. The Town does have people who need or

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owe community service hours. Mike will ask Joy Buzzell about using these folks to help out as well. Mike is still following up with the folks at GE.

The Commission needs a lockable wall locker for storage of larger items at Town Hall such as the metal detector; the Commission may want to budget for this item in the 2012-2013 cycle.

New Business

Cub Scout Pack 292 will continue to work on the sign project at Head's Cemetery. The lettering will be Hunter Green and the trim will be painted in order to get the sign as close to what we believe is the signs original appearance. This project may carry over into the springtime-if so the target date to complete this by is 1 week prior to Memorial Day.

Record Keeping

Plot Sales: Mike will update this information for the next meeting.

Monument Approvals: No new monument approvals since our last meeting.

Burials: Mike will update this information for the next meeting.

Approval of the minutes for the meeting of June 16, 2011: Motion to accept as presented by Mike and seconded by Sharron; unanimously approved.

The meeting adjourned at 8:25 pm; the next scheduled meeting will be November 22, 2011 at 7:40pm. This meeting is tentative based upon the business before the Commission; the location is yet to be determined.

Respectfully Submitted,

John H. Danforth
Cemetery Commission Secretary

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