

**Hooksett Cemetery Commission
Tuesday October 24, 2012 at 6:30PM
Municipal Building in Room 204**

1. Chairman Champagne called the meeting to order at 6:30pm.
Attendance: Sharron Champagne, Mike Horne and John Pieroni.

2. APPROVAL OF MINUTES: June 7, 2012 Motion to approve by Mike, Seconded by Sharron. Unanimous vote to approve. Mike will get them to Evelyn to post.

3. PUBLIC INPUT: None

4. RECORD KEEPING:

Plot Sales: no update.

Burials: Mike reported some interments – will detail at next meeting.

Monuments no new approvals of upright monuments.

5. OLD BUSINESS:

Budget::

Budget 2011/12: closed out at \$303 of \$850 budget - only 36% expended.

Late in June Mike purchased the water sealer and application sprayer to treat the wooden fence at Head Cemetery and he was reimbursed for \$183.73. He will try to apply it before it gets too cold but the work will probably not happen until spring.

Budget submission for FY 2012-13: The operational budget was proposed to remain at \$850. Mike reported the State RSA allows cemetery commissions to appoint a Sexton to conduct field work and records management. John Pieroni motioned that a new budget item of \$3,000 be added for a part-time Sexton. Sharron seconded the motion. Discussion on cemetery records and maps how if they are to ever get updated and put in a format to ensure they stay updated for future trustees, part-time help will have to be hired. Hiring a contractor was considered but would be more costly.

Fence at Riverside Cemetery

The warrant article for a new fence at Riverside cemetery (on Rt. 3A) was approved by voters at Town election. Mike has not yet meet with the Cemetery Division and Publics Works Director to collaborate on type of fencing. Unsure if there are certain seasonal protective measures from the Rt. 3A snow removal operations. The new fence will not go in until spring. Still need to spec the fence and get quotes for the work before awarding the job.

Regulations: No updates proposed or approved.

Maintenance: The fence at Head cemetery will get water sealed in the spring. The Commission agreed the Cemetery Division continues to do a good job maintaining all of the cemeteries (mowing, picking up leaves and debris, etc.)

6. NEW BUSINESS:

Elections: Mike was elected to be chair, John was elected to be secretary.

Donated trees for the cemeteries: Mike Horne presented a proposal from DPW to plant tree(s) donated by HYAA Leo Lessard asked the Commission to plant the tree in the cemeteries vs. at Donati Park. The Commission unanimously agreed to not accept and plant trees in the cemetery at this time.

Proposed ground scanning: Mike said he had contacted a contractor out of Hudson, Robert Perry, who scans cemeteries to determine if there are graves not documented in cemetery records. It was decided getting paper records consolidated and field verified is a higher priority.

7. NEXT SCHEDULED MEETING: as needed to present the budget (on-call)..

8. ADJOURNMENT: Chairman Horne closed the meeting at 7:40pm.

Respectfully Submitted,
Mike Horne
Commission Trustee