

Hooksett Cemetery Commission
Wednesday, September 24, 2014 at 6:30PM
Municipal Building, Rm 204

1. Mike Horne called the meeting to order at 6:30pm. Attendance: Sharron Champagne, Denise Cascio Bolduc, and Mike Horne.

2. APPROVAL OF MINUTES: May 29, 2014. Motion to approve by Sharron as written. Unanimous vote to approve. Mike will send the approved minutes to be posted.

3. PUBLIC INPUT: None at the meeting

4. RECORD KEEPING:

A. Plot Sales: Three lots in Martins Cemetery (#387 & 388 to Hathaway; #400 to Rollins); swap of lot in Head Cemetery (#240 for #187); one lot in Head Cemetery (#660).

B. Burials: Head cemetery: Dorothy Robie/ lot #109A; Mabel Bond/ lot #143?x; Donald Botsford/ lot #564; James Simpson/ lot #237; John Murphy/ lot #650; Joan Gregoire/ lot #565. Martins cemetery: Orvis Rollins/ lot #400; James Brock/lot #571/2?; Branden Eckels/ lot #185. Davis Cate cemetery: Robert Burbank.

C. Monuments:

D. Documents/Records: Mike said he is continuing to enter the information of lots sales available in the files (lot owners, deed #s, and addresses) into CemeteryFind..

E. Budget:

Town FY 2014: spent \$498 of \$850 or only 58.55%. Maps were not scanned.

Cemetery Trust income transferred to DPW = \$5,261.97

Town FY 2015: budget of \$850, no expenditures to date.

5. OLD BUSINESS:

A. CemeteryFind database subscription: Denise motioned to approve spending \$420 for 12 months, Sharron 2nd motion. Approved unanimously. Mike said interments from the past few years need to be entered into the database.

B. Maintenance: Davis Cate cemetery needs some topsoil to help grow grass. Subject to be brought to DPW in the spring.

C. Comparing copies of cemetery maps: No work was done between meetings and none done at the meeting. It was decided at the next meeting to decide what maps are given to Boston Scanning to load into CemeteryFind.

D. Annual training conducted by the State on June 4th: All three trustees attended as did Jessica Call from DPW.

E. Sign for Riverside Cemetery: Denise reported she has talked with Frank Signs who did the sign at Martins Cemetery. She expects to have a breakdown of costs for the next meeting.

6. NEW BUSINESS:

A. Elections/division of duties: The trustees agreed that Mike Horne would continue as Chair, Denise will make entries of interments into CemeteryFind, and Sharron will do meeting minutes.

B. Denise offered to update the Grave Opening Request form, to draft up an Interment Log with added fields, and also look at using something like Google Docs to share information among trustees and the Cemetery Department.

C. Reviewed a long list of items the Commission should prioritize and eventually accomplish. A period of time at a future meeting will be identified to prioritize and make a plan.

7. NEXT SCHEDULED MEETING: Two future meetings were planned: Oct 15th @ 6:30 in the Municipal Bldg; Oct 26th meet at Riverside Cemetery and tour cemeteries on the west side of Hooksett.

8. ADJOURNMENT: Mike Horne closed the meeting at 8:00 pm.

Respectfully Submitted,
Mike Horne