

Hollis Cemetery Trustees

Meeting Minutes, June 1, 2018
Meeting held at Town Hall, Hollis
FINAL

Trustees in attendance: Melinda Willis, Raul Blanche, Marc Squires, Lisa Schmalz, and Amy Armstrong. Melinda called the meeting to order at 6:15 p.m. [From 4:15 to 6:15 p.m. the Trustees held a working session to discuss and determine future capacity (i.e. how many burials and of what type allowed) and location of burials (i.e. which existing plot) in Howe Family area at Pine Hill Cemetery.]

- 1) Review updated plans for the Howe lots – The trustees held a working session to discuss and develop a way to determine the number of future burials to be allowed in the Howe Family area of Pine Hill Cemetery. A lot of progress was made toward arriving at a reasonable answer supported by data. This progress was possible due in part to considerable amount of available information such as documentation provided by Ms. Sharon Howe, town records, results from a land survey recently conducted and documented, and the existing burial rules for Hollis cemeteries.
- 2) Signs at Pine Hill and East Cemeteries – Marc and Amy will contact Classic Signs for purposes of installing a cemetery sign at the entrance of Pine Hill cemetery as well as providing information on directional signs at East. Once additional information is obtained, the Trustees can review the proposed plans and take action on installation of signs at both cemeteries.
- 3) Quotes for removal of trees at South Cemetery – The Cemetery Trustees have received one quote and it is expecting another one for removal of two large trees at South cemetery. The Trustees discussed the matter and decided to proceed with their removal. As a result, Melinda made a motion to have the two trees at South, located at the edge of the cemetery bordering Main Street, removed at a cost not to exceed \$550.00. Raul seconded and the motion passed on a 5-0 affirmative vote.
- 4) Discuss and vote on an estimate to repair damaged areas of stone wall at Church Cemetery – The Trustees received an unsolicited quote for \$1,100.00 from Preferred Landscaping to perform selected repairs to the Church Cemetery stone wall bordering the Library parking lot. The Trustees inspected the proposed areas for possible repair and concluded that the wall is not damaged sufficiently to warrant this expense. Thus, no further action is planned.
- 5) Discuss letter from Sandra Ballou Allen to allow her to be buried in father's lot – Upon discussion it was decided that additional information is needed before the

Trustees can make a decision. In particular, the Trustees need to know types of burials at existing plots, who is buried where? Who is the current owner of record, and whether Sandra's name has been added to the interment designation list. Beverly will try to obtain answers to these questions.

- 6) Approval of Meeting Minutes – The May Meeting Minutes were reviewed and approved on a 5-0 vote based on motions to approve by Lisa that was seconded by Marc.
- 7) Next Meeting - The next two Trustees meeting are scheduled for Saturday July 14th, at 7:30 a.m., location to be determined (tbd); and Saturday August 18th at 7:30 a.m., location is also tbd.

The meeting adjourned at 6:55 p.m. on a motion by Melinda that was seconded by Marc. The motion passed on a 5-0 vote.

Respectfully submitted,

Raul Blanche