

**Hollis Cemetery Trustees**  
**FINAL**

Meeting Minutes, May 21, 2019

Meeting held at North Cemetery starting at 5:30 p.m. and reconvened at East Cemetery at approximately 6:15 p.m., Hollis

Trustees in attendance: At North, Melinda Willis, Marc Squires, Lisa Schmalz, and Raul Blanche. Amy Armstrong, joined Marc, Lisa, and Raul at East Cemetery later. Melinda was not able to attend the continuation at East. Melinda called the meeting at North to order at 5:30 p.m.

- 1) Discuss tree marking at North Cemetery for removal** – This task has been completed and therefore there was no need to discuss this topic.
- 2) Request to clean family stones at Church Cemetery** – This request has been approved with the same stipulations to last month's request to clean stones at North cemetery. That is, whomever is responsible for the cleaning of the family's monuments will be responsible for any damages to the stones, meaning that if during cleaning, a monument is damaged and/or broken, they will be responsible for repairs.
- 3) Discuss Ms. Julie Mook's Right-to-Inter purchase** – Ms. Mook previously purchased two rights to inter for her immediate family (there is a two-lot maximum per purchaser.) She would like to purchase additional rights for future needs so her son will make the purchases. The Trustees acknowledged that this approach to purchase additional rights is allowed under the current rules and thus approved the request.
- 4) Church Expansion Project Update and review** - At a meeting with attorney Drescher, May 16, all in attendance (Selectmen, Trustee Willis, and Church renovation project representatives) agreed that the boundary as drawn in existing documentation was correct. The following actions were taken:
  - a. Cemetery Trustees agreed to re-landscape the area inside the stone wall on the East side of the Church upon completion of church construction in that area. The Church will pay the bill.
  - b. Cemetery Trustees agree to maintain this small area in the future. The area is too small and inaccessible for the Church to reasonably maintain. The Trustees would also like this area to be maintained in the same manner as the rest of the Church Cemetery.
  - c. The Church Trustees have agreed to lay two metal boundary markers on the boundary line inside the stone wall, along the southern boundary.

As part of the renovation project a large old tree in the South East corner of the Church cemetery will be removed. An exception recommendation from the Trustees is required for the tree removal plan to proceed. The Trustees voted 3-0-1 in the affirmative on a motion by Raul seconded by Lisa to allow removal of the tree.

- 5) Discuss new East directional signs** – The meeting reconvened at East cemetery at approximately 6:15 p.m. to conduct a pre-Memorial Day clean-up and discuss an existing 9th/10th Ave sign issue regarding their current locations and demarcation. Relocating of at least two of the signs may be required. A follow-up meeting with the contractor to resolve the issue is planned.
- 6) Future Trustee meetings** – The next meeting is planned for Saturday July 13<sup>th</sup>, at Church Cemetery starting at 7:30 a.m.
- 7) Approval of Meeting Minutes** – Marc made a motion and Lisa seconded to approve the May 4th meeting minutes. The motion passed in the affirmative on a 4-0 vote.
- 8) Update on damage of monuments at South and Pine Hill cemeteries** - Raul contacted Medlyn Monument to request repairs for two monuments, one at South and one at Pine Hill. The work is planned for the week of May 28<sup>th</sup>.

The meeting adjourned at 6:40 p.m. at East on a 4-0 vote based on a motion to adjourn by Lisa seconded by Amy.

Respectfully submitted,

Raul Blanche