

Hollis Cemetery Trustees

FINAL

Meeting Minutes, Friday, May 6, 2022 at 5:30pm

Meeting held at East Cemetery

Meeting started at 5:30pm

Trustees in attendance: Marc Squires, Lisa Schmalz, Amy Armstrong and Melinda Willis (via phone)
Absent: Raul Blanche

1. **Broken Granite bench at Murphy lot for Flora Anderson-** Trustees reviewed area in question. The bench has been removed and trustees are unsure of what happened to bench in the first place? Curious what the ask is of the lot owner? Need follow up.
2. **Letter for removal of overgrown shrubs/trees on specific lots-** Lisa will draft a letter for Trustees to review. This letter will be sent out to lot owners explaining that DPW will be removing overgrown trees/shrubs.
3. **Approve update rules and fees-** Trustees discussed need for verbiage to cover the new expansion in East. Section VI, #2 we need to add "Please note, there will be NO TREES approved in the East Expansion (Area J)." to the cemetery rules.
4. Lisa completed the Rule Violation letter for extensive decorations.
5. **Litchfield Lot-** Trustees reviewed area of concern. Tree appears to be planted in line with all the other trees in that area. We are unsure of the species of tree and will need to review minutes to determine what species was approved and planted.
6. **Approval of Section J Plan- East Cemetery-** Trustees reviewed the changes to the expansion plan created by Reggie. Melinda made a motion to approve as proposed/submitted. Lisa seconded motion. We will allow Bev to have a soft opening (ie no advertising) of this new area. Trustees discussed hydroseeding and areas where tractors will be driving while tree pruning in the orchard is happening. Melinda discussed talking to DPW about adding rocks to the peach tree line to protect this sensitive area while grass is grown.
7. **East Cemetery Budget-** deferred until all receipts are in.
8. **Area J (new expansion in East) mowing discussion-** Trustees discussed that for the remainder of 2022, grounds in this area may not be maintained to the highest quality. A letter will be drafted so that any new lot owners will be made aware of this. This area is in its early stages and will not be able to be maintained as older areas of cemetery have been. Ex. "I understand that in purchasing a lot in Area J of East Cemetery, that for the remainder of 2022, the grounds may not be mowed and maintained to the highest quality until 2023."

9. **Meeting Minutes (MM)approval-** Trustees reviewed and approved previous minutes. Lisa made a motion to approve the MM from 1/15/22 and Marc seconded it. Amy made a motion to approve the MM from 3/26/22 and Lisa seconded it. The motion passed in the affirmative on a 4-0 vote.
10. **Future meetings-** The next meeting is scheduled for June 11th at 7:30am, tentatively at East Cemetery.

The meeting adjourned at 7:01pm on a 4-0 vote in the affirmative, based on a motion by Marc and seconded by Lisa.

Respectfully submitted,

Amy Armstrong