

**Hollis Cemetery Trustees**  
**Meeting Minutes, October 1, 2022**  
**FINAL**

**Meeting held at Hollis East Cemetery starting at 8:03 a.m.**

Trustees in attendance: Melinda Willis, Marc Squires, Lisa Schmalz, Amy Armstrong and Raul Blanche.

- 1) Prepare rule violation letters, one for extensive decorations, and another one for removal of overgrown shrubs/trees on specific lots** –Lisa is preparing letter templates on these topics and a log will be kept on who will be sent these letters. DPW will help with trimming overgrown shrubs.
- 2) Discuss Alternative burials at Hollis cemeteries** – The trustees discussed “Alternative” burials, that really means vault-less burials including, hybrid, natural, and conservational types. The Trustees agreed to reserve 14 lots in the new East Cemetery H area: specifically, lots 1-7 and 17-23 to be used for “non-vaulted” burials. The cemetery rules will be amended to reflect how these burials will be implemented.
- 3) Draft 2023 Cemetery Trustees budget** – The Trustees discussed major new items for 2023 focusing on topics needed in support of the East Cemetery expansion. Highlights for the new Section H include an estimated \$15K for new trees, \$12K for lot area isle markers (36 markers of size and engravements yet-to-be decided and to be installed by RL Ouellette Associates LLC), \$10K for street signs, and \$19K for lawn treatments. Melinda will draft the new budget; the Trustees will review it and amend it as appropriate before the next meeting to be held during November.
- 4) Discuss broken granite bench at Murphy lot for Flora Anderson** –Raul contacted Medlyn Monument Co. and requested a cost estimate to repair the existing engraved stone/bench or replace it. No estimate has yet been provided. Raul will follow-up.
- 5) Review sold lots in expansion area of East cemetery** – A quick review suggests that lots are selling quickly, and many lots have already been sold. The Trustees agreed that funds should be reserved to pay for the next expansion cycle which will probably be needed sooner rather than later, in a few years.
- 6) Tree plantings in new section of East cemetery** – Marc will contact Morin Landscaping to obtain an initial estimate on potential cost for this plan. Marc will then draft a specific implementation plan during the winter. A line item of \$15,000 will be included in the Cemetery Trustees 2023 budget (see item 3 above).
- 7) Meeting Minutes (MM) approval** – On a motion by Marc seconded by Lisa, the September meeting minutes were approved in the affirmative on a 5-0 vote.
- 8) Future Trustee meetings** – The next two meetings are planned for Saturday November 5<sup>th</sup>, and Saturday December 10<sup>th</sup>, 2022, starting at 8:00 a.m.

The meeting adjourned at 9:22 a.m. on a 5-0 vote in the affirmative, based on a motion by Amy seconded by Raul.

Respectfully submitted,

Raul Blanche