

Hollis Cemetery Trustees
FINAL
Meeting Minutes, November 5th, 2022
Meeting held at Hollis Town Hall starting at 8:05 a.m.

Trustees in attendance: Melinda Willis, Lisa Schmalz, Amy Armstrong, and Raul Blanche. Amy left a little early, shortly after 9:00am.

- 1) Purchase of location signs for new Section at East Cemetery** – This topic was not discussed at the meeting.
- 2) Follow-up on tree plantings at new Section at East Cemetery and obtain cost estimate from Morin Landscaping** - This topic was not discussed at the meeting.
- 3) Draft 2023 Cemetery Trustees budget** – Most of the meeting was spent discussing and crafting a budget for 2023. There will be a significant budget increase from 2022 due to cost increases across most line items, as well as planned additions to the new section at East Cemetery. Items for the new East section include planting of trees, new street markers and signs, as well as the cost increase due to the need to landscape, and to fertilize/weed treat the additional grass surface. A substantial portion of the resources needed to pay for these items will be obtained from the Cemetery Trust fund portion assigned to the East Cemetery expansion project. A review of 2022 revenues associated with burials and sale of new Rights-to-Inter in the new East section confirms that funds are being allocated as follows: 50% to the General Operating fund and 50% to the General Cemetery Maintenance Trust fund. The Trustees agree that 100% of the new revenues should be allocated to the regular Trust fund to replenish resources spent during the 2021-2022 East Cemetery expansion and not allocated as 50% - 50%. Melinda took an action to craft a new 2023 budget based on our collective discussion and recommendations for each line item. After the Trustees review the final draft of the 2023 budget, it will be submitted it to the town's Business Administrator and Select Board prior to our next meeting in December 2022.
- 4) Discuss broken granite bench at Murphy lot for Flora Anderson** – An update was not provided during the meeting.
- 5) Meeting Minutes (MM) approval** – On a motion by Lisa seconded by Raul, the October meeting minutes were approved in the affirmative on a 3-0 vote.
- 6) Future Trustee meetings** – The next meeting is scheduled for Saturday December 10th, 2022, starting at 8:00 a.m. at the Hollis Town Hall.

The meeting adjourned at 9:31 a.m. on a 3-0 vote in the affirmative, based on a motion by Lisa seconded by Raul.

Respectfully submitted,
Raul Blanche