

## Hollis Cemetery Trustees

Final - Meeting Minutes, October 28, 2017  
Meeting held at East Cemetery and Town Hall, Hollis

Trustees in attendance: Melinda Willis, Raul Blanche, Amy Armstrong, and Lisa Schmalz and Marc Squires. Melinda called the meeting to order at 7:05 AM.

- 1) Future expansion at East – Trustees walked a portion of the expansion area and a suggestion was made to divide the expansion area into sections. Specific layout of the sections, potentially 6 sections, and modifications to existing landmarks such as the stone wall, and removal of existing fruit trees will be discussed with a land designer/surveyor. Funds will be needed to conduct the land survey. Bev is to contact R. L. Ouellette to invite him to our January meeting to solicit his ideas and suggestions. Dave Orde, the current lessee of the grounds will also be invited to attend the meeting. At 7:45am Marc made a motion, seconded by Raul, to move the meeting to the Hollis Town Hall. As winter is coming, water pipes need to be blown out at East. This task will be performed by the former landscaper, Eric.
- 2) Street signs at East – Several ideas for street signs were offered. In addition to actual signs at the cemetery, Amy suggested the development of a digital application based on Google Maps/Images with annotated notations, linked to the town's website. Amy and Lisa will contact and meet with Mr. Paul Tripp of Classic Signs to review and discuss street sign requirements prior to the Trustees November meeting.
- 3) Dawn Justin/Paul Hayner lots purchase at East – A request was made to allow planting of a tree or bush on lots (Section G double lot, lots 651-654). There appears to be some confusion since the Trustees Meeting Notice specifically states the above lots while the application reflects a different set of lots, 393, 394, 445, and 446 b. Nevertheless, this section of the cemetery, near the Merrill and Grady burials between 6<sup>th</sup> and 7<sup>th</sup> avenues, is barren of any plantings. Therefore, the Trustees approved the planting of a tree (from the approved list). The Trustees suggest a Sugar Maple.  
Regarding the subject of future plantings, the Trustees tabled two items, Review/update rules regarding tree/bush plantings, and maintenance of owner planted bushes and shrubs.
- 4) Request to purchase rights-to-inter in old section of North by Mr. John Sullivan, Hollis – Back in the summer 2017, Mr. Sullivan met with the Trustees at North to discuss possible lot options to include at least Lot #8, #50 and #34. Number 50 would be his first choice. Key topics discussed included which lot, adding stone edging around the perimeter similarly to some existing burial lots, cost to purchase (since old lots are larger than new lots), quantity of possible

burials (including both bodies and cremations), and need for Mr. Sullivan to provide the Trustees with an illustration of his plan and vision for the site. Melinda took an action to verify lot availability, have DPW accurately measure and mark the desired lots, and determine any additional restrictions before the Trustees consider an approval vote. The Hollis Department of Public Works (DPW) reviewed the requested lot options and concluded the following: Lot # 50 is not available due to difficulties and potential damage that could be caused by DPW machinery; Lot # 34 is not available due to the possibility that other burials may exist at that location; Lot # 8 is not available due to setting a precedent, and the fact that previous similar requests in that section of the cemetery have been denied. However, lots in 4<sup>th</sup> Street are available in the back section of the cemetery. Mr. Sullivan will be notified of the DPW findings and Trustees' conclusions that if lots at North are the requirement, the desired number of rights to inter can be purchased subject to existing rules.

- 5) Howe burials at Pine Hill Cemetery – Ms. S. Howe has indicated that she would like to attend an upcoming Trustees meeting with her attorney (cousin John Howe). It is not clear what her purpose for attending the meeting is as she has not disclosed it. Possible topics include number of burial rights available to her, and cost to her on lots that have been made available to only selected members of the Howe family in a closed section at Pine Hill. Trustees minutes from 10-5-09 and 8-27-12 provide amplification on the town's and Trustees position on this topic.
- 6) Cemetery signs project – If funds are available from the 2017 budget, the Trustees may encumber up to \$2000 for purchase of a sign at Pine Hill. Partial Funds could be withdrawn from two budget line items: Grounds Maintenance (CEM 650 – remaining balance of \$6240 as of 10/09/17) and Special Projects (CEM 552 – remaining balance of \$500 as of 10/09/2017). In addition, Raul will check with Mr. R. Medlyn to check on status of planned repairs to determine if additional funds may be available for encumbering.
- 7) Aidan Nicholls Eagle Scout Project – On October 7<sup>th</sup> Aidan and his Boy Scout mates took photos of cemetery gravestones/markers at North and transcribed the information into the Billion Graves database. This project is meant to connect lost family records, continue genealogy with them, and preserve the headstones by taking pictures. Aidan plans to brief the Trustees on the project and results at an upcoming Trustees meeting.
- 8) Cost to install an Artesian Well at North cemetery – Nothing significant to report.
- 9) Approval of Meeting Minutes – The July 15 minutes were reviewed and approved unanimously by the Trustees on a motion made by Lisa and seconded by Amy. The August 12 minutes were also reviewed and approved unanimously by the Trustees on a 4-0 vote (Marc departed the meeting early)

on a motion made by Amy and seconded by Lisa.

The next Trustees' meeting is planned for Saturday December 16<sup>th</sup> starting at 8:00am, at Town Hall.

The meeting adjourned at 9:15am.

Respectfully submitted,

Raul Blanche