

## Hollis Cemetery Trustees

Meeting Minutes, August 12, 2017  
Meeting held at North Cemetery, Hollis  
FINAL

Trustees in attendance: Melinda Willis, Raul Blanche, Amy Armstrong, and Lisa Schmalz. Melinda called the meeting to order at 7:35 AM.

- 1) Discuss selling the few open lots in old section B, North Cemetery – The Trustees reviewed the cemetery maps and noticed a few lots on which rights-to-inter could be sold in the future. Purchase requests would be considered on a case by case basis. However, some restrictions would need to be added to the by-laws to ensure minimal disturbance to existing monuments and landscape. A cremation-only section may be considered as well. The old section of the cemetery has been declared closed to reduce/eliminate the risk of possible damage to monuments by excavation machinery.
- 2) Request to purchase rights-to-inter in old section of North by Mr. John Sullivan, Hollis – 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.
- 3) Approval of Meeting Minutes – The July 15 minutes will be reviewed for approval at the next Trustees meeting.
- 4) Update on project to create an accurate historical record on Howe burials at Pine Hill Cemetery – The researcher plans to start this project sometime in September, 2017.
- 5) Review Lone Pine smallpox burial site – Melinda is obtaining Trustees signatures before submitting the Trustees' letter to the Hollis Planning Board. The letter documents the Trustees' concerns and proposal for future action if-and-when the Lone Pine developers precisely locate the small pox burial site.
- 6) Francis Huffman monument request at East Cemetery – The Trustees reviewed the request and decided to request an illustration and exact dimensions of the

planned monument with final dimensions not to exceed existing guidance in accordance with rule 5.2

- 7) Tree pruning at Church and South Cemeteries – Hollis DPW agreed to cut the branches at South. Raul took an action to schedule a meeting with Tom Bayrd, DPW at South. It is planned for Thursday August 17<sup>th</sup> in the afternoon.
- 8) Aidan Nicholls Eagle Scout Project – This is an update on a request originally submitted last year. Aidan is looking to take photos of cemetery gravestones/markers and transcribing the information into the BillionGraves database. Aidan proposes the North and/or South Cemeteries because they currently have no records in BillionGraves. This project is meant to connect lost family records, continue genealogy with them, and preserve the headstones by taking pictures. Raul will contact Aidan to finalize the plan and obtain approval to proceed from the Trustees.
- 9) Cost to install an Artesian Well at North cemetery – Nothing significant to report at this time.
- 10) Future expansion at East – Nothing significant to report at this time.

The next Trustees' meeting is planned for October 7<sup>th</sup> at East and Town Hall.

The meeting adjourned at 8:54am.

Respectfully submitted,

Raul Blanche