

## Hollis Cemetery Trustees

Meeting Minutes, July 15, 2017  
Meeting held at South Cemetery, Hollis

Trustees in attendance: Melinda Willis, Raul Blanche, Amy Armstrong, and Lisa Schmalz. Melinda called the meeting to order at 8:10 AM.

- 1) Approval of Meeting Minutes – The June 11 minutes were approved as written by a 4-0 vote on a motion by Melinda that was seconded by Lisa.
- 2) Update on project to create an accurate historical record on Howe burials at Pine Hill Cemetery – There was nothing significant to report on this topic.
- 3) Review Lone Pine smallpox burial site – The Trustees reviewed and provided final comments on an updated draft of a letter prepared by Melinda to be submitted 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.
- 4) Tree planting program at East and North cemeteries – There was nothing significant to report on this topic.
- 5) Tree pruning at Church and South Cemeteries – At South the Trustees noticed that several large branches are hanging too low over the grounds. Raul took an action to contact the town's DPW to obtain their opinion on best course of action. It is preferred that the town trim and dispose of the branches.
- 6) Request for changes in interment designations – A request was submitted by a lot owner to change interment designations. A Trustee signature is required for approval. However, several questions need to be answered (such as proof of ownership, proof of residency, present and/or past, and perhaps contextual background information) before approval is granted. Melinda made a motion for a new requirement: starting on 1 August 2017 moving forward, it will be a requirement to list all names for future lots associated with right-to-inter burials. Melinda will not satisfy the request for a signature pending confirmation of current / past residency. Raul seconded the motion which passed on a 4-0 vote.
- 7) Cost to install an Artesian Well at North cemetery – Lisa received an initial bid but additional bids are preferred. These will be discussed at the next meeting and a plan for future installation will be prepared.
- 8) Broken/ Leaning stones at South and Church Cemeteries – At South the Trustees noticed two leaning stones that need alignment: Freeman Smith and

Jeremiah Munrow. Raul will contact Medlyn Monument to arrange for repairs. Regarding Church monuments, Raul already contacted Medlyn and scheduled for repairs on two monuments. Regarding the many other monuments that need alignment at Church, the Trustees discussed earmarking special project funds as well as consideration of using perpetual care funds to help pay for alignments throughout the complete cemetery. This effort would be expected to be completed over a time span of 2-3 years.

- 9) Future expansion at East – The Trustees discussed convening a special meeting during the October time frame (tentatively scheduled for October 7<sup>th</sup> at East and Town Hall) and consider the hiring of a professional designer, budget permitting.

The next Trustees' meeting is planned for August 12<sup>th</sup> at North Cemetery, scheduled to start at 7:30am.

The meeting adjourned at 9:15am.

Respectfully submitted,

Raul Blanche