



## Town of Candia

### Cemetery Trustees

74 High Street

Candia, New Hampshire, 03034

Meeting Minutes

July 20, 2023, Cemetery Minutes

Meeting called to order @ 6.30p.m.

Pledge of Allegiance

**Present:** Beth Chalbeck, Mark Chalbeck, Richard (Dick) Snow, Richard (Rick) Lazott, Martin McFarland

**Absent:** Shaunna Kirkpatrick

**Public Attendance:** Dennis Hebert and Carla Penfield

#### **Regular Business:**

1. Previous Minutes – Dick would like all the asterisks to be taken care of on the website. Beth will have the webmaster take care of that; Dick motioned to accept the June minutes; Mark seconded the motion. Roll call vote: Beth-Yes, Mark-yes, Dick-Yes, Rick-Yes
2. Monthly Operational Status Report – Martin and staff did a lot of mowing, and there have been a few burials. Martin needs a load of gravel for Hill Cemetery because the road washed out Mark made a motion to have martin get gravel Rick seconded, Roll call vote: Beth-Yes, Mark-yes, Dick-Yes, Rick-Yes
3. Correspondence – there was a notarized letter in the cemetery mailbox that said to let the next of kin of the Smith plot in Village Cemetery. Eversource took out the tree that is in the Depot rd. Cemetery. They did this as a courtesy to the town, they volunteered their time and resources to help us with the tree.
4. Monthly Budget- Dick talked about putting the installation of corner markers into a revolving fund, when a plot is bought it would go into the fund and that's what Martin would get paid out of when installing them.

#### **Old Business:**

1. Dennis Hebert and Carla Penfield from the Trustee of the trust fund talked about the trust funds, they answered Dicks questions and helped everyone understand how the trust works, Dick made a motion for the Trustees to establish a policy that says the investment be done with preservation of principle. With listening to the Trust fund of the Trust Trustees Rick made a motion to lay the investment to rest and leave things the way they are, Mark seconded it. Dick agreed to move on.
2. Beth spoke with Brian Ruoff from Stantec. The map of Holbrook is on the town website under GIS, Beth will investigate the names on the maps and see if they are all on there before adding any other cemeteries to the program.
3. Shaunna is appointed by the Selectman to a Trustee, she has been sworn in.
4. Mrs. Kelly has talked to her lawyer and things are moving forward. She would like 6 plots for donating the 2.5 Acers.
5. Hill Cemetery no work or schedule has been worked out on the Lewis area.

6. Mark and Martin met with Northern Tree service in Holbrook, they will take out 16 trees with a crane for 12,000. Rick motioned to use Northern Tree for the extra encumbered money, and they will do the work when its frozen ground, so they don't break up the newly paved roads, Mark seconded, Roll call vote Beth-Yes, Mark-yes, Dick-Yes, Rick-Yes

**New Business:**

1. The Candia Community Woman's Club is donating a trek bench to Holbrook Cemetery. Placement will be in front of the rock wall by the shed.

Future meeting schedules, agendas & action items. Next meeting is August 17, 2023 @ 6:30 pm in the meeting room.

Adjournment – Rick Motioned to adjourn @ 7:51p.m. Mark second. No further discussion. Roll call vote, Beth-Yes, and Mark–Yes, Dick- Yes, Rick-Yes

Minutes respectfully submitted by Beth Chalbeck.

**Action Items-**

Martin-  
Dick-  
Mark-  
Rick-  
Beth-