



**Approved 7/16/15 (as presented)**

**Town of Candia  
Cemetery Trustees**

**Meeting Minutes – June 18, 2015**

Chairman Snow opened the meeting at 6:30 PM in the Meeting Room of the Candia Town Office Building and provided proof of posting. Trustees Hass, Michalek, Robie and Siemonsma were also present. Donna DelRosso was welcomed as administrative support to help with the minutes, noting the budget constraints. Sexton Becker & Donna Becker arrived later at approximately 7:00 PM.

Motion made and seconded to approve the 5/21/15 minutes as presented. Approved 4-0. Mark abstained.

Carlton will make sure the cemetery deed template is approved by the BOS at their 6/22 meeting.

Holly passed out a modified version of the Town of Weare rules and regulations to use as a guideline. Members discussed other documents and will review them for possible revision and adoption next month.

Changing Perpetual Care to a cemetery maintenance trust fund to eliminate future individual Perpetual Care Funds was discussed. State Law requires that the town take care of the cemeteries, whether or not people create perpetual care funds. Discussion regarding the amount of money to be collected for this burial space care. Discussion regarding whether the amount to be charged for perpetual care should be by plot or by gravesite. Money that is currently paid on the cemetery care can be changed to a cemetery maintenance trust fund, still needs to be budgeted to allocate funds. The money comes to the town as revenue. Dick will check with the Attorney General to see how we can move this process forward. There was a consensus to raise the cost of the plots and charge per gravesite for cemetery maintenance care. Dick will check with the NH Cemetery association to see what other towns charge for burial spaces with the goal of a capital reserve fund for the purchase of each burial space and perpetual care money going into a cemetery maintenance trust fund.

Carlton motioned to replace Perpetual Care on the deeds with a Cemetery Maintenance Trust Fund to be overseen by the trustees. Motion seconded by Mark. Discussion about the details of the process ensued. Trust Fund to be principal restricted, interest payable by cemetery trustee voucher. Holly can change the deeds to read as such with individual perpetual care being removed. Motion was approved unanimously. Holly will contact Town Counsel to determine how the process needs to be implemented. Dick will check with Terry Knowles at the upcoming AG seminar for additional information on that and the sale of plots.

Extensive discussion ensued regarding the maintenance salaries & reimbursement for gas. It was suggested that the Fuel/Oil budget line needs to be defined as a policy. The issue(s) will be further discussed as the 2016 budget is being prepared. Discussion took place about the authorization process for expenditures. Donna Becker and Holly will work out the details.

By-laws and updated Member lists were distributed and will be forwarded to the town and the website. Mark motioned to adjourn at 8:34 PM, Holly seconded, motion passed unanimously. Next regularly scheduled meeting is Thursday, July 16, 2015 at 6:30 PM.