



**Town of Candia
Cemetery Trustees
74 High Street
Candia, New Hampshire
03034**

Monthly Meeting Agenda – April 19, 2018 - 6:30 PM

Call to Order - Proof of Posting

Regular Business

- | | |
|-----------------------------------|---|
| 1. Pledge of Allegiance | |
| 2. Previous Minutes | Review and Approval; |
| 3. Mo. Operational Status Report: | Maintenance; New Burials; New Deeds, Memorial requests; |
| 4. Correspondence: | Via telephone, in person, or by e-mail; |
| 5. Monthly Budget | Review and Discuss January, February and March expenses |

Old Business

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|-----------------------------|---|
| 1. Pontem Cemetery Software | CAD Mapping of Holbrook; updates |
| 2. Binders – Deeds, Records | Location and mapping; working on last two Sections. |
| 3. Book keeper Laptop | Purchased and Microsoft Office installed. Closed |

New Business

1. Street Signs for the Cemetery
2. Equipment Inventory for the year.

Other Business

1. Future meeting schedules, agendas & action items – May 17th at 6:30 PM.
2. Adjournment