



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

November 21, 2019 unapproved minutes

Meeting called to order @ 6:30 p.m. by Chair Holly, followed by the 1. Pledge of Allegiance.

Present: Chair Holly Haas, Bookkeeper Beth Chalbeck, Dick Snow, Tom DiMaggio, Carleton Robie, Sexton Martin McFarland and Administrative Assistant Donna Del Rosso.

Regular Business:

2. Previous Minutes: Tom motioned to accept Sept. minutes as presented. Dick second. Motion passed. Carleton and Beth abstained.

3. Monthly Operational Status Report: Sexton McFarland submitted his monthly Cemetery maintenance report to the Trustees for Sept. and Oct. (no meeting in Oct.) and Nov. Elizabeth (Betty) Tomson will be buried 11/29/19. Chair Holly purchased “W” corner markers for Wilderman. Two deeds Wilderman & Denario were done.

4. Correspondence: Informational pamphlet was received and Bookkeeper Chalbeck will just it/keep them in the binder for future reference.

5. Budget: The Budget Committee took off 5K from the requested budget. If the public meeting has already taken place, Trustees will speak at the Deliberative Session to have 5K put back in and the reasoning (this is needed for the gate at Beane Island Cemetery).

Hill Cemetery will have 3 trees taken down in a couple of weeks not to exceed 3K. Paving went over a little bit from the 10K.

Chair Holly will check with Donna Becker to get the balance of the budget for Dec.

Old Business:

1. Pontem Cemetery Software: lot sizes will be measured in new “E” lot sizes were changed in the 80’s. This will be an ongoing project.

Chair Holly has been working on the data entry for Hill Cemetery (Section A.) and has come across some discrepancies (same person/people in 2 different lots).

2. Street Sign Posts: Sexton Martin received a quote for \$20/letter on the granite posts from Manchester Memorial. Chair Holly will follow-up with Jeff at Manchester Memorial for purchase, delivery, engraving and installing 3 (8’ x 7”) posts. Manchester Memorial will submit an invoice for this budget season. Carleton motioned to purchase 3 sign posts. Tom second. Motion passed.

3. Gate in Beane Island Repair: tabled for future meeting.

4. Hill Cemetery Tree Issue: discussed earlier.

New Business:

1. Trustees of Trust: Dick will request the money from the Trustees of the Trust Fund.

2. End of Year Closing: Sexton Martin will hold items behind the maintenance building for retrieval and in the Spring will dispose of what is left.

Dec. 1st Sexton Martin will hang the wreaths on the gates of cemeteries.

3. NHCA Fall Meeting: Chair Holly attended a meeting as a “host” and was impressed by the question and answer period.

4. Meeting at Grantham: Chair Holly gave them some good points on running a Cemetery Committee with rules and regulations.

Other Business:

Carleton spoke on the land “we” need to acquire for expand Holbrook. Wetland flagging was done. Jim Franklin surveyed the land (no cost to the town).

Carleton motioned to pay \$500 to pay Jason for wetland flagging, to be taken out of Maintenance Improvement line. Tom second. Motion passed.

Dick mentioned that a “fence” needs to be placed at the Holbrook Cemetery on the side of the Church that was previously damaged by rot and taken down.

Chair Holly will attend the public Budget Meeting on Weds. 12/11.

1. Future meeting schedules, agendas & action items: Tentative will be Monday, Dec. 16th @ 6:30 p.m. @ Town Hall. Members will bring snacks.

Carleton motioned to adjourn at 7:45 p.m. Tom second. Motion passed.

Minutes submitted by Administrative Assistant Donna Del Rosso.