



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

**December 16, 2019** unapproved minutes

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

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

**Regular Business:**

2. Previous Minutes: Tom motioned to accept the minutes as amended. Beth second. Motion passed unanimously.

3. Monthly Operational Status: Sexton Martin reported 1 burial E. Thomson, all the wreaths have been hung on the gates and the front gate of Holbrook is locked. Chair Holly had no deeds or memorial requests at this time.

4. Correspondence: Chair Holly has also requested the 3 posts (Holbrook) to be ordered, they will be 8' x 7", engraved with 3" letters. First post will be Main St., second Main St. and Central Ave., and the third will be Central Ave., this invoice was received for this year's budget expenses \$2415.

5. Budget: Up to date budget was unavailable, so members went through line by line and "estimated" funds available for any other expenses.

Gate funds (\$5000) were taken out of the 2020 budget (by the Budget Committee) which Cemetery Trustees will speak at the Deliberative Session for these funds to be put back in, via warrant article, (\$8K) the gate is for Beane Island Cemetery. Chair Holly will check with Selectman Robie to write the warrant article.

**Old Business:**

1. Pontem Cemetery Software: Tom reported nothing new has been done. Chair Holly will work on the Hill Cemetery (2 locations) for "Smith" family.

3. Gate in Beane Island Repair: previously discussed, members may check with Heritage Committee to see if any pictures are available.
4. Hill Cemetery tree issue: Sexton McFarland will call and find out the status.
5. Trustees of Trusts: \$6095.17 will go back into the General Fund. Discussion to hold off until after town reports are done to ask for the Perpetual Care funds.
6. Seasonal Closing: Front Holbrook gate and all others closed.

**New Business:**

1. Annual Town Report for Cemetery: Chair Holly and Sexton Martin will work on updating for this year's report.
2. Warrant Article for Paving: 2<sup>nd</sup> request (this has been previously voted on).

**Other Business:**

1. Future meetings schedules, agendas & action items – Feb. 20<sup>th</sup> @ 6:30 p.m.
2. Adjournment: Tom motioned to adjourn @ 7:15 p.m. Bookkeeper Beth second. Motion passed unanimously.

Minutes submitted by Administrative Assistant Donna Del Rosso.