



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

**Cemetery Minutes Aug, 31<sup>st</sup> 2020 unapproved.**

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

Present: Chair Holly Haas, ~~Vice chair Leon Austin~~, Bookkeeper Beth Chalbeck, Carleton Robie, Tom DiMaggio, Sexton Martin McFarland and Admin. Assistant Donna Del Rosso. Dick Snow arrived late.

**Regular Business:**

1. Pledge of Allegiance – see above.
2. Previous Minutes – Carleton motioned to accept the minutes as presented. Tom second. No further discussion. Motion passed.
3. Mo. Operational Status – Sexton Martin reported 2 burials. Hill Cemetery was mowed 4 times and weed wacked once. Holly indicated that she has received 7 memorial requests and no new deeds.
4. Correspondence – nothing new to report.
5. Monthly Budgets – Carleton submitted an invoice for the replacement of the culvert so he can be ~~reimbursed~~. **Reimbursed.**

**Old Business:**

1. Street Sign Posts – they have been installed.
2. Gate/Beane Island – Carleton will check will G. Asselin.
3. Hill Cemetery Tree issue - trees have been removed as necessary.

**New Business:**

1. Zoom Meetings – ~~members~~ Trustees discussed the options: Zoom and phone options (call in and put access # in), if guests would like to “listen” to the meeting. **Much discussion was had, Holly did not want her face on zoom and Carlton didn't want zoom in his home. With discussion** Beth motioned to “try” phone options to our public meetings wherever they may be. Tom second. ~~No further discussion.~~ **Beth-yes-Tom-yes- Carlton-yes Dick-No and Holly abstained** Motion passed.
2. Nominations of Trustees Positions – Carleton motioned to have Holly continue as Chair. Tom second. Holly accepted. Beth-yes, Carleton-yes, Tom- yes, Dick-yes. Motion passed.

Holly motioned to have Beth continue as Bookkeeper. Carleton second. Beth accepted. Dick-yes, Carleton-yes, Tom-yes, Holly-yes. Motion passed.

3. 2021 Budget Review – Holly mentioned her discussion in email to add \$12,800 for 2 added employees and the cost of living for maintenance workers, 1 part time maintenance worker to help Martin seasonally with the maintenance of the cemeteries @\$20 an hour for 10hours a week to equal \$8000 a year to the budget, and 1 part time Data entry input person for 10 hours a week all year long at \$10 an hour to equal \$5200. With discussion Bookkeeper Beth said she did not want to hire anyone and that she could do it, Chair Holly said she will look into getting the software for the bookkeeper to use the program and help out and that she would need to be trained on how to use it. Carleton motioned to add \$8000 for a PT maintenance worker with discussion it was changed to add \$7200 to the cemetery wage line (p/t 10 hrs. @ \$20/hr.). Beth second. Members discussed. Carleton – yes, Holly – yes, Beth – yes, Dick – no, and Tom – no. Motion passed.

Carleton motioned to add \$3K to the Facility Improvement line (Granite State signs). Beth second. No further discussion. Beth – yes, Carleton – yes, Holly – yes, Tom – abstained and Dick – no. Motion passed.

Equipment / Software will be increased by @1K to obtain a Pontum software license for Bookkeeper Beth.

Chair Holly would like to take out the “Equipment Maintenance” line and just add the money to Facility Improvements/Maintenance/Contract Service line.

### **Other Business**

Future meeting – Sept. 17<sup>th</sup>, 2020 6:30 p.m. @ Robie residence, 459 High St. Phone meeting information will be available on the website.

Tom motioned to adjourn @ 7:35 p.m. Carleton second. No further discussion. Motion passed.

Minutes respectfully submitted by Admin. Assistant Donna Del Rosso.

Respectfully revised by Beth Chalbeck Per recording