



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

March 18, 2021 Cemetery Minutes

Present: Tom DiMaggio, Dick Snow, Beth Chalbeck Bookkeeper, Mark Chalbeck, Sexton Martin McFarland and Admin. Assistant Donna Del Rosso. Absent: Vice-Chair Carleton Robie.

Regular Business: Dick Snow (acting Chairman) Discussed Martin McFarland's (Sexton) yearly Maintenance of the Cemeteries, Mark motioned to have Martin McFarland act as Cemetery Sexton for the Cemetery Trustees for an unlimited period subject to recall by all Cemetery Trustees at some time in the future. Bookkeeper Beth second. No further discussion. Beth-yes, Dick-yes, Mark-yes, Tom-yes. Motion passed.

Martin will interface between the Cemetery Trustee and the public.  
Martin is responsible for all maintenance of the cemeteries as supervisor. He will give a list of things that need to be done and find the resources for all projects.

Dick went over all payments (stipend and hourly-which includes using his own equipment) for Sexton Martin. Discussion was had about the budget for Martin to hire help other than Mr. Pike, discussion was that there is not money in the budget, but that Martin could hire someone, and it come out of the money already budgeted to Maintain the cemeteries. Sexton Martin will inform the Trustees who else will be working for the cemetery's maintenance in April.

All timecards when emailed to Donna Becker will be CC'd to the Bookkeeper also, so that a voucher can be sent along with the timecard in a timely manner.

Dick would also like Martin to make a list of equipment in the shed at Holbrook and present to the Trustees at the next meeting.

The budget (\$10K) includes the last phase of paving in Holbrook Cemetery. Trustees discussed options for the area near the paving of Holbrook, Martin added gravel and would like to add more loom and grass seed. This is a matter of safety.

Sexton Martin will open the Cemetery Gates on April 1<sup>st</sup>, providing there is no more snow.

Dick asked Tom DiMaggio if he was staying with the trustees, Tom read a letter of resignation. "To Whom It May Concern: I am resigning from my position on the Cemetery Committee for what I believe will be a conflict of interest in an unethical situation since we will now have two (2) members of the same family on the committee." Dick motioned to accept his letter of resignation with regret. Beth second. No further discussion. Beth-yes, Dick-yes, Mark-yes. Motion passed.

Dick has not heard from Vice-Chair Carleton if he is still interested in being on the Trustees.

Dick would like to have the Trustees look for another Trustee. Bookkeeper Beth informed the Trustees that Rick Lazott is interested. Dick would like Rick to submit a letter of interest and present it to the BOS.

Bookkeeper Beth received 2 quotes, one from Jeff (acting Road Agent) to remove damaged trees from the Hill Cemetery. Jeff currently does not have the proper equipment. Aaron Hayes (who is licensed and insured) quoted a price of \$3K. Trustees discussed adding to the 2022 budget to include getting rid of “all” the damaged trees in Hill Cemetery in one shot.

With Discussion Beth Motioned to file all “\*” minutes as being reviewed, There was no second. There is currently not enough Trustees to vote. Mark will review the minutes and next month decide what to do.

Dick read a memo from Donna Becker regarding payment of services for the Admin. Assistant. Bookkeeper Beth relayed that the Admin. Assistant would submit the timesheet how the example time sheet showed, Admin. Assistant shoved the example time sheet to Dick Snow and said she will not do it that way, with discussion it was said that, that is the way it will be done.

Dick and Trustees discussed not needing a gate at the Hill Cemetery. Dick would like to look at the perpetual care funds and how to get the money for expenditures without hitting the operating budget. Dick discussed how Someone stole an obelisk from the Village Cemetery years ago and the Trustees did not replace it. Dick feels that the Cemetery Trustees should not replace gates, stones or other missing or broken items. Perpetual care should support the maintenance of the cemeteries. Dick feels 12K is too much for a gate, Beth agreed.

Dick also spoke on the wetland permit for Holbrook Cemetery. Beth mentioned this was already sent in with a voucher and it was paid back in January. Dick feels the Village Cemetery is the right spot to expand the need for burials.

Dick spoke about paying for the New Hampshire Cemetery Association.

The e-mail for the [Cemeteries@candianh.org](mailto:Cemeteries@candianh.org) is now set-up for any correspondence. All mail will go to Dick, if any other Trustees would like to have access will need to contact Catherine.

Bookkeeper Beth discussed paperwork From Carlton to buy plots and a deed that is being transferred, and what she should do with it.

Sexton Martin and Bookkeeper Beth will work on the paving for the Holbrook Cemetery.

Martin picked up the computers and files and maps from Vice Chair Carton, Dick wanted everything in his car to take inventory of everything and distribute, as necessary. He will take an inventory and distribute, as necessary.

Bookkeeper Beth motioned to adjourn at 8:10 p.m. Mark second. No further discussion. Mark-yes, Beth-yes, Dick-yes. Motion passed.

Respectfully revised by Beth Chalbeck