



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

April 15, 2021 Cemetery Minutes

Meeting called to order @ 7:02 p.m.
Pledge of Allegiance

Present: Richard (Rick) Lazott, Richard (Dick) Snow, Beth Chalbeck, Mark Chalbeck, and Sexton Martin McFarland

Absent: Carlton Robie

Public Attendance:

Regular Business:

1. Previous Minutes – Mark motioned to accept the March 31st minutes, Dick second, no discussion, Roll call vote, Mark-Yes, Rick-Yes, Dick -Yes and Beth-Yes
2. Rick motioned to accept the Nonpublic Meeting minutes and reseal them after they have been read, Mark second, no discussion Roll call vote Mark-Yes, Rick-Yes, Dick -Yes and Beth-Yes
3. Rules for cremation plots discussion is that the Frasers would like to put an upright Monument but the Cremation plots are small and require a flat stone to be able to mow, the Frasers have decided to return the cremation plots CS -17-20 to the town and buy 1 plot in lot M-33-1 so that they can get an upright monument discussion is that the corner markers will need to be moved and the cost is \$100 to do that but will be an even swap. Beth will check the program to make sure M-33 in Holbrook is available.
4. Monthly Operational Status Report – Martin reported a lot of brush was picked up from all the wind, loam was delivered and he talked to the boy scouts and they will be putting the flags out, also there is a street sign that got broken Martin will need to put it back up has gotten a few calls on cremation plots but nothing set in stone yet, and Betty Sanborn called said the grave has sunk in Martin spread some loam and grass seed to fix it. Dick mentioned the dangerous intersection and that funerals should be coming in through the high street entrance. Beth mentioned the gate at east Candia is missing half a gate Martin will check on that.
5. Correspondence – Received a resignation letter from the admin assistant, Mark Motioned to accept Donna Del Rosso's resignation, Rick second, no discussion Roll call vote Mark-Yes, Rick-Yes, Dick -Yes and Beth-Yes, also received Jehovah witness watchtower.
6. Monthly Budget – Trees taken down in December did not come off the 2020 budget its April and is still on the 2021 budget.

New Business:

1. Code of Conduct/Procedure/ Bylaws/Alternate members- Dick wants to hire another admin assistant, Beth wants to make sure the job description is in the bylaws first, Beth will come up with a suggested job roll and bring it to the next meeting Rick mentioned instead of their name being Admin assistant think about Secretarial assistant to the board of Trustees and that the stipulation of duties will be determined by the decision of the trustees.
2. Alternate members- Dick would like to find 1 or 2 alternate members so that there is always 5 members at a meeting. Dick will look into how many years their term would be, but he wants to advertise it and find the info later, Rick motioned to look for 2 alternate members, Mark second, no discussion, Roll call vote Mark-Yes, Rick-Yes, Dick -Yes and Beth-Yes
3. File Cabinet – Will follow up with Sue Young to see if there is one available.
4. Computers- Dick still has the 2 new computers and is inquiring with the town to find out info from Block 5, the select board would like the Trustees to email them with the requirements Dick is looking for and they will discuss, Dick will email Brian Brock with what he is looking for. Dick refuses to bring the computers to the chair. Dick is still going to go through the expenditures from 2015 till now he has not had time to go through them.
5. Rick would like to take the half gate that's left in East Candia Cemetery and bring it to get quotes instead of removing the gates altogether as there is gate money encumbered.

Other Business:

1. Future meeting schedules, agendas & action items.
2. Martin would like to discuss the price of the plots next meeting.
3. Adjournment -Beth motioned to adjourn @ 8:23 p.m. Rick second. No further discussion. Roll call vote, Mark- Yes, Rick-Yes, Dick -Yes and Beth-Yes

Minutes respectfully submitted by Beth Chalbeck.