TOWN of HANCOCK NH CEMETERY TRUSTEES MEETING

Wednesday, February 5, 2020  Hancock Town Office
Meeting called to order at 10:00AM
Attendees:  Rita Klug, Chair  
Bob Fogg, Trustee  
Roberta Nylander, Trustee  
Tyler Howe, Sexton

Topic:  Approve minutes of January 8, 2020  
Action:  Unanimously approved. Chair will update website.

Topic:  Cemetery Rules and Regulations  
Action:  Group decided to pursue revisions. Trustee Nylander to research word to connate “right-to-inter’, instead of “deed”. Chair to secure necessary pdf to allow for revisions while maintaining integrity of the original document. Decision made to add “payments of burial fees shall be made in advance to the Town Clerk”

Topic:  Interment Requests  
Two received:  Paul Corcoran on May 24 @2PM (Ash)  
Patricia Sterns on May 30 @11AM(Full)  
One anticipated  Higgins  
Action:  Sexton is making arrangements for Corcoran and Stearns with guidance from Trustees, and will wait for Higgins to make contact

Topic:  Orient new Sexton to sequential steps in responding to interment requests. Printed document provided for review & discussion  
Action:  Add question re: “is deceased a veteran”. Chair to give document to Town Clerk for review

Topic:  Finances  
Increase fees for Sales, and/or Burials  
Action:  Deferred to March Trustees’ meeting

-1 of 2-
Topic: **Town financial policies** regarding cemetery income and expenses? Do we receive taxpayer funding or not? Trustees currently find considerable confusion about which funds are deposited where and which expenses are “cemetery” or “DPW”. These issues affect cemetery planning and budget preparation.

**Action:** Confer with current cemetery sexton
Chair will request monthly budget reports

Topic: **Amidon Annex**
In consultation with the Town Select Board, the Amidon Warrant article will not be presented to the 2020 Annual Town Meeting due to insufficient data regarding the urgency of this Project.

**Action:** Defer Amidon Warrant Article until March 2021 Annual Meeting

Topic: **Revise and print certificates:**
- Right to Inter
- Request to inter

**Action:** Chair will facilitate

Topic: Clarify terms for current Trustees and who should be on the ballot
**Action:** Trustee Nylander to clarify with Town Clerk

Topic: Sexton identified the *Cemetery Association of New Hampshire* as a useful resource.

**Action:** Chair Klug, impressed with the website and online access to valuable cemetery information, purchased a one-year membership @$20.00

Meeting adjourned @ 11:54AM
The next scheduled meeting is Wednesday, March 4, 2020 @ 10AM Town Office