



CEMETERY TRUSTEES
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MINUTES OF THE CEMETERY TRUSTEES

Tuesday, October 25, 2016 – 7:00 p.m. – Town Hall Conference Room

Members Present: Paul Hayden, Michele Kaulback

Members Absent: Chair David Gill

Also Absent: Kevin Van Etten, Sexton

Vice Chair Kaulback opened the Cemetery Trustees meeting at 6:57 p.m. A roll call was taken by the Vice Chair; she announced a quorum was present and the meeting was being recorded.

1. Sell Back Plot – Paul Driscoll

Paul Driscoll was present; he was requesting to sell back his parents plot. To his knowledge, they were not buried at the Cemetery and P. Hayden couldn't locate a headstone. Trustees had a copy of the original receipts, and were in agreement to refund P. Driscoll for the lot.

2. Approval of Minutes

MOTION: Vice Chair Kaulback moved to approve the minutes of Tuesday, September 27, 2016. Second – P. Hayden; all in favor. **MOTION CARRIED**

3. Other Business

The Trustees selected a picture for the Cemetery page on the new website; it will be emailed to the Board Secretary.

P. Hayden will contact K. Van Etten regarding the Sexton position. In the spring, P. Hayden will review the process for burials with Vice Chair Kaulback.

Flags at the Cemetery for Veteran's Day were discussed.

4. Adjournment

MOTION: P. Hayden moved to adjourn at 7:02 p.m. Second – Vice Chair Kaulback; all in favor. **MOTION CARRIED**

NEXT MEETING

Tuesday, November 22, 2016 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved