



CEMETERY TRUSTEES
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MINUTES OF THE CEMETERY TRUSTEES

Tuesday, October 28, 2014 – 7:00 p.m. – Town Hall Conference Room

Members Present: Chair David Gill, Paul Hayden, Michele Kaulback

Also Present: Kevin Van Etten, Sexton

Chair Gill opened the Cemetery Trustees meeting at 7:15 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

1. Approval of Minutes: Tuesday, July 22, 2014

MOTION: Chair Gill moved to approve the minutes of Tuesday, July 22, 2014. Second – M. Kaulback; all in favor. **MOTION CARRIED**

2. Review: Two Types of Aluminum Corner Markers

Chair Gill showed members the two types of aluminum corner markers; both will work with metal detectors. Markers were tested for engraving. Stamping with letters and/or numbers was suggested, using a cross-referencing system. Members made the decision to purchase the smaller marker that would irritate local vampires the most.

3. Update: Further Crematorium Review/Options/Cost/Discussion

M. Kaulback was expecting the crematorium quote at the end of October; it had not been received at the time of the meeting. She also contacted different towns for pricing, which was reviewed by members. Chair Gill felt Greenland was in line with other communities.

4. Update: New Burials & Lots Sold

New burials and lots sold were briefly discussed.

5. Mapping Update: Prospect Hill Complete Minus Validation

Chair Gill stated they couldn't go any further with mapping until the spring. K. Van Etten has the original and copy of the map of lots.

6. Bid Update: Area Where Stumps Were Removed

The total cost of removing stumps and replacing the window was \$1,382.

DRAFT – SUBJECT TO CHANGE

7. Discussion of Next Year's Projects (Stumps, Road, Loam, Replanting, Workload, Schedule)

P. Hayden suggested projects for next year should include rechecking the maps in the spring and stump removal. There are approximately 70 stumps to be removed; the clusters have already been removed. Some stumps at the gate may not be removed due to the water line. Replanting should be done by September 2015. It was suggested to put the road on hold until the stumps were removed.

The purchase of loam was discussed. P. Hayden stated he could get 20 to 22 yards of loam for approximately \$420 (delivery included). Loam can be stored behind the maintenance building for the winter; four truckloads will be ordered. After Veteran's Day, P. Hayden will use a couple truckloads of gravel to repair the low spots in the Cemetery road before winter.

There are no outstanding bills expected. Road repairs were not done as expected due to the removal of stumps. Once it snows, the Cemetery will be closed for the season.

MOTION: Chair Gill moved to purchase fill and loam from this year's budget; any remaining funds, minus \$1,000 to be used as needed until the end of the year, will be returned to the Town. Second – M. Kaulback; all in favor. **MOTION CARRIED**

8. Current Budget, Bills and Establishment of Next Year's Budget

2015 Budget: Four copies (reduced) of the map will be purchased for the Trustees (\$200). K. Van Etten suggested a digital copy also be made. The Cemetery Trustees have a laptop. Tools will also be added to the budget (\$500).

Grub control and fall fertilizer will be done this year; P. Hayden will make the arrangements. The same amount in that line item will be submitted for next year. Stump removal will remain the same. A budget in the amount of \$9,700 will be submitted for the 2015 budget, which is an increase of \$50.

MOTION: Chair Gill moved to submit the 2015 budget in the amount of \$9,700. Second – M. Kaulback; all in favor. **MOTION CARRIED**

9. End of Year Report

Each year a report is submitted for the Annual Report. P. Hayden suggested including the volunteers who have helped clean and repair the stones at the Cemetery. Also included will be work completed, number of lots sold, and columbarium options and description.

10. New Business

Chair Gill stated there may not be another meeting until spring, unless there is a problem. Chair Gill's term is up in March 2015; he is planning to run again.

11. Adjournment

MOTION: Chair Gill moved to adjourn at 8:00 p.m. Second – P. Hayden; all in favor. **MOTION CARRIED**

DRAFT – SUBJECT TO CHANGE

12. Work Session (If Needed)

No work session was needed.

NEXT MEETING

Tuesday, January 27, 2014 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted: Charlotte Hussey, Secretary to the Boards

Accepted: 