

MINUTES
CEMETERY BOARD OF TRUSTEES
MEETING OF THURSDAY, AUGUST 4, 2016

The Cemetery Board of Trustees held its meeting at 7:00 p.m. on Thursday, August 4th 2016 in the Park Department Office, 45 Meadow Lane, Brockton, MA. There being a proper quorum, the meeting was called to order by Mayor Bill Carpenter with Acting Superintendent Timothy Carpenter, Mr. Frank Gurley, Ms. Anne McCormack, Mr. Daniel DePina, Mr. Adius Pierre and Loreen Hardiman, Senior clerk present.

Also present at the meeting was Greg Belcher (Waitt Funeral Home), Rhonda Roberts, Chip Mangio, Cynthia Brown, (all from Friends of Middleborough Cemeteries), Carolyn Buck (Old Bridgewater Historical Society), Jody Payne (findagrave.com volunteer) and Councilor Shirley Asack.

Motion was made by Mrs. McCormack and seconded by Mr. Gurley to accept the minutes of the January 14th 2016 meeting as written. Motion carried.

Superintendent Tim Carpenter made the presentation for Jo Ann Snow (Friends of Brockton Cemeteries) Jo Ann Snow is now living in Texas but has family at the Melrose Cemetery and would like to form this group to conserve and preserve Brockton Cemetery headstones. Superintendent Carpenter feels this would be a win win situation. Mrs Snow will be filing as a Non-Profit and raising money through fundraisers and grants. Chip Mangio came from Friends of Middleborough Cemeteries. His is the first group created in Massachusetts. He said he would help in any way needed. A member of the Board Daniel DePina would like to serve on the board of Friends of Cemeteries. **Motion was made to support "The Friends of Brockton Cemeteries" by Anne McCormack and 2nd by Fred Gurley. Approved unanimously. 4-0**

New business is with Greg Belcher from Waitt Funeral Home. Greg feels the Single section areas are in deplorable condition. Bottle, cans etc need to be cleaned out. Currently we send out a Rules and Regulation book with every deed and signs are posted but it is not helping. We also put an Ad in the Enterprise when we will be cleaning off the graves of old flowers, wreaths etc. We tried a mass mailing but that did not work either. Superintendent Carpenter suggested we cut bounds around each headstone that flowers and decorations are allowed and not to exceed this area.

Greg Belcher would also like to see Funerals performed on Sundays. Certain religions like to bury on Sundays and right now we are not open on Sundays. The Union cannot make the men work on weekends if they do not want to. It would be overtime. We will discuss this further. Adius Pierre will represent us on this issue since he is a Seventh Adventist church member.

Mayor Carpenter suggested that Brockton has an organization for the Funeral Directors to get together and discuss cemetery issues and one member reports back to us at our meetings.

Superintendent Tim Carpenter took over the meeting due to Mayor Carpenter needing to leave. The Superintendent reported to the Board that the prices have not changed since 2012 but he is comfortable with that. The only issue brought to his attention was the cremation pricing might want to go up to bring a funeral director. Fred Gurley said they will take it under advisement and discuss at the next meeting.

Superintendent Tim Carpenter requested the use of revolving fund of grave liners. He requested that he be allowed to purchase a new Ford F250 pick up truck approximately \$47,500.00 for the leading in of funerals. **A motion was made by Anne McCormack for the board to allow expenditures up to \$50K, Fred Gurley 2nd the motion. All in favor 4-0.**

Report of the Superintendent by Tim Carpenter. We are understaffed, only 3 full timers. One man has been out since March. A park employee has been filling in. I would like Loreen to be full time. I would be helpful to have the office open later in the day, it would help the General Foreman to not have to deal with issue after she leaves.

FY2016 we had 274 burials. Memorial day was a success, no complaints. The guys worked 7 days a week as well as Park and Highway Department employees. The Veterans compensated work therapy program started in May again. Hope to keep them until the end of November. We will use this program as long as we have the funding for it. We also have the Shanon Grant Kids. It is operating with a contractor this year. Smaller group of kids, 4 days a week. They will not be able to help at the UNION Cemetery this year. Union is a challenge because of the elevated beds. Coweaset we maintain OLD and NEW sections. There will be a Board of Appeals meeting next Tuesday Aug 9th at 7 pm at the City Hall Chambers. It is regarding Copeland Chevrolet putting a laminated sign on their property across from Coweaset. We also use BAARC for our outside cemeteries and that is going well.

Financials: The budget is level funded at \$416K. Melrose Perpetual care account is at \$52K. Coweaset Perpetual Care is at \$2500.00 and Union at \$6200.00. The Sale of Lots and Graves is at \$282. Its important to let this account build up because of the road expansion we will need to do down the road. Tree work needed to be done is approx. \$15K, this will be a revolving account request in the fall/winter.

Our addition to our software is a huge success. Loreen inputs all of it. 26K records to date. Christian Lopes is doing an Eagle Scout project. His project will be to locate all the Veterans in the Melrose Cemetery. He will do section by section and give the spreadsheet to us for Loreen to input into our database. When this project is complete we will be able to run reports to make it easier to place flags and wreaths.

Having no further business, a motion was made by Anne McCormack and seconded by Adius Pierre to adjourn the meeting at 8:45. Motion carried.

Respectfully submitted,

Timothy Carpenter
Acting Superintendent of Cemeteries