

MINUTES
CEMETERY BOARD OF TRUSTEES
MEETING OF FRIDAY SEPT 20, 2013

The Cemetery Board of Trustees held its meeting at 10:00am on Friday, sept 20th 2013 at the Park Dept. on 45 Meadow Lane. There being a proper quorum, the meeting was called to order by Chairperson Mayor Linda Balzotti with Mr.Armond Columbo, Mr.Frank Gurley, Mrs.Anne McCormack, and Acting Superintendent Timothy Carpenter present.

Also present were Loreen Hardiman, senior clerk of the Cemetery Dept, Erik Duquette, General Forman of the Cemetery Dept. , Mr.McCray and Michael Nelson with 3 family members.

A motion was made by Fred Gurley and seconded by Anne McCormack to accept the minutes of the June 6, 2013 meeting as written. Motion carried.

Mayor Balzotti opened the floor to the guests. Michael Nelson explained how he had just buried his fiancé in the SINGLE EE section last week and would like to be able to put up an UPRIGHT headstone, not a flat marker. He would like to be given the option. He does not want to be punished for others that are disobeying the decorating rules in the single section. Tim Carpenter explained the reasoning behind the decision of the flat markers. The maintenance of the graves is easier with the flat markers. Also, Calvary and other surrounding cemeteries have only flat markers in many of their sections.

Mr. Carpenter discussed the opening date of the new single section was Aug 26th. 7 burials to date. Calvary has NOT changed their policy of flat markers. The Mayors concerns are that other people may have already purchased flat markers for this section. 93 burials since June. Finances are in good shape. We will be spending money for the fall clean up that will be taking place soon.

Mr.McCray would like to be a TRUSTEE. Mayor Balzotti explained to him what he needs to do. She told Mr. McCray to send a resume and a letter of interest to the Mayors office. Mr.McCray then departed from the meeting.

Mr.Carpenter introduced Erik Duquette as the New General Foreman, who took over for Phil Hickey. Erik has worked for the cemetery for the past 4 years. Peter Lake has moved up to Hoisting Operator. The 3rd position will be filled soon by a Veteran that worked for us last summer. The fee increase went smooth, we are in the same range as surrounding cemeteries. The letter have gone out to the SINGLE E lot owners letting them know about the fall clean up date. The letter has been received in a positive manner. Many calls but no complaints. We can do this eventually for each section needed. Mr. Carpenter also proposed that we look into having a signed agreement that the funeral homes have the lot owners sign when purchasing a lot at Melrose. The form should be in a few languages. Mayor Balzotti feels we should use the form. Mayor suggests we put the letter together and forward to the trustees for approval. Motion to vote the development of the form to be signed when purchasing lots

and we will review for suggestions and comments. All were in favor, motion moved. Also we will be putting up signs in the new section enforcing rules.

Mrs. McCormick asked about the trees that are growing out of control. We have been contacting lot owners that we are able to find before removing trees. Mr. Carpenter would prefer NO trees planted.

Mr. Carpenter stated we are moving forward with new 2 & 3 section. Behind the JA (2,3 section) No roads will be constructed at this time due to financial reasons. Working with CDM SMITH that we now have a contract with. We are staying outside the buffer zone, the area is limited in size because of this but in the future we can expand when needed. This current expansion should last 8-12 years. 150K to work with but \$100K plus engineering should total approx.. \$125K which gives us \$25K buffer. The new SINGLE EE section is so we need to removed 5-6 feet of material in this new expansion project. That will increase the cost of expansion by the 25%.

Mr. Carpenter reported on the veterans progress. They have helped us stay ahead of the mowing. The kids from the summer program worked from 9-2 and they were also a big help, they would split into teams and really worked hard. They also cleaned up the Union cemetery on Center St. Erik was the supervisor and two on sight supervisors also. We are down to two vets at this time and possible need one more. Once filling the maintenance position we will be able to get started on the leave clean up.

Mr. Columbo brought up the flat markers situation. Can we give them a choice? One stone has definitely been ordered by Maver Memorial and they would want to be reimbursed. Mayor feels no resolution and we should stay with flat markers.

Mr. Gurley informed us of a question he has been presented with. Who owned the cemetery on Melrose St. in the village? Loreen will call Phil Hickey and see if he has any information regarding this property.

Having no further business, the motion was made by Mayor Balzotti and second by Armond Columbo to adjourn the meeting @ 10:55 am.

Respectfully,

Tim Carpenter
Acting Superintendent of Cemeteries