

Cemetery Trustees Minutes 12/8/16 Approved

Present: Acting Chair Holly Haas, Acting Sexton Carleton Robie, Tom DiMaggio, Dick Snow, recording secretary Donna Del Rosso

Meeting called to order at 6:35 p.m. followed by the Pledge of Allegiance.

Review of minutes-change pontoon to “pontem” software. Dick motion to accept as amended. Tom second. No further discussion. Motion passed unanimously.

Acting Sexton reported 2 burials since last meeting. Holly took some items off the cemeteries for the winter clean-up. Holly got a couple of calls from residents as far as decorating for the winter. Discussion regarding what would be acceptable for the winter/Holiday season. Lot owners must follow the Rules and Regulations. Members looked over the statement on the Cemetery link. Discussion of what is acceptable as far as items on the lots. Tom suggested to table discussion for next month’s agenda. Holly sold 1 (one) deed.

Budget: Current budget is \$1300. Holly has invoice \$37 for Candia Lumber for equipment maintenance (Mr. Pike uses for his leaf blower). Mapping system for \$975 which \$800 from this budget and to be invoiced for the balance of \$175 in Jan. 2017. Corner markers \$400, gas for \$60 and \$90 for admin. leaving a small balance.

Correspondence: Members agreed to send thank-you cards to Lisa Cote and the cubs for putting up the flags and Fletcher Perkins for donating the flags on Veteran’s Day. Members agreed to contact Lisa Cote and invite her and her “cubs” to the Jan. 19th, meeting to say the Pledge of Allegiance. Dick suggested if any member(s) receive donations they should also get a note from the person(s) as to what/where they would like the donation to be applied to.

Sexton Position Final Vote: Carleton reported the individual in town graciously declined the offer to apply for the Sexton position. Members discussed the offer to Martin McFarland for the Sexton position. Carleton suggested that Martin be offered the same hourly rate as Mr. Pike as a sub-contractor (Martin will be bringing his own zero-motion mower, and be responsible for all supplies). Martin should also be able to provide a liability certificate. Discussion of hourly wage and equipment rental. Carleton motioned to offer Martin the Sexton position starting Jan. 1st, 2017 with a stipend of \$5K and terms to be determined for his hourly wage for mowing. Tom second. No further discussion. Motion passed unanimously. Carleton will educate his duties for Sexton, Holly will work with Mark as well for the mapping system. Holly will invite Mr. McFarland to the next meeting.

Equipment Winter Maintenance – All equipment has been winterized for the season. Notice is on the website. Gates have been closed.

Perpetual Care Funds – Dick reported the request has been made to the Trustees of the Trust Funds. Dick reported meeting on the 20th, he will send Holly outcome.

Pontem Cemetery Software – Holly has started working on the input data for the new mapping system. Carleton motioned to start numbering the deeds with 2017-001 starting in Jan. Tom second. No further discussion. Motion passed unanimously.

Following dates for 2017 Cemetery Trustees Meetings:

Jan. 19th, Feb. 16th, Mar. 16th, Apr. 20th, May 18th, June 15th, July 20th, Aug. 17th, Sept. 21st, Oct. 19th, Nov. 16th and Dec. 14th (tentative). Thursday evenings 6:30 p.m. at Town Hall.

Donna will submit Dec. admin duties hours to Holly via e-mail for this year's budget.

Tom motioned to adjourn at 7:30 p.m. Dick second. No further discussion. Motion passed unanimously.

Minutes respectfully submitted by Donna Del Rosso.