

Unofficial

Minutes
Cemetery Commission Meeting and Work Session
June 21, 2017 4:00PM
Head Cemetery

In Attendance: Mike Horne, chair, Sharron Champagne, Denise Cascio Bolduc, and Denise Grafton

The meeting and work session was called to order at 4:00 PM

There was an abbreviated agenda before inspection of graves and markers, crosschecking with CemeteryFind database information.

Budget: Mike said the purchase of the lot pins for cremations was not going to come out of current year funds. It was decided to purchase the following items prior to June 30th and get receipts to Mike to turn in to Finance with total expenses not to exceed \$200.

1. Items for the trustees to clean headstones and flat markers to read the information and to mark graves for interments: gloves, brushes, putty knives, and flagging tape.
2. Tool bags for each trustee to hold/carry their 100' tape measures, etc; wooden stakes for marking graves; and small metal stakes for measuring and marking graves.
3. Bagged loam and grass seed for recent graves in Davis-Cate and Martins Cemetery that do not have adequate topsoil for grass to properly grow. Mike and Sharron offered to make those purchases.

Submission of Cemetery page for annual report: It will be finalized at the July 13th meeting.

Request from Trustees of the Trust Fund for information on perpetual care of various graves and disbursement of income: no action – to be on July 13th meeting agenda.

Budget for 2018/19: will work on it at the July 13th meeting

The meeting then moved into a work session. A data check was made on Head Cemetery, Section A(new) grave lots #1 to #74. Information on the markers was compared with CemeteryFind entries and notes made to research and update any differences. A few graves had overgrown bushes on them which prevented checking those markers. Action needs to be taken to notify NOK to trim or remove the bushes.

Meeting adjourned at 6:05PM.

Recorded by Mike Horne