

**Cemetery Commission Meeting
December 16, 2019 8:00 AM
Municipal Building, Room 204**

In attendance: Mike Horne, chair: Denise Cascio Bolduc; Sharron Champaign
Excused: Nancy Philbrick

The meeting was called to order at 8:11 a.m.

Minutes were reviewed and approved for October 31, 2019

Record keeping:

Sale of cemetery lots: Cemetery Lots
None (working inquiries for Martins and Head Section A (new))

Interments:

11/5/2019	Pichette, Blanche	Std	Head Cemetery, New lot #47
11/26/2019	Smith, Miriam L. Sterling	Urn	Martins Cemetery lot #861

Headstones/monuments:

Veteran marker installed by PR&CemDiv on lot #53 – Head new section (John Burke)

Budget:

Current Budget (2019/2020):

Funded \$641 Expended to Date: \$450 Uncommitted: \$191

Old Business:

Status of proposals for new fence at Head Cemetery (have budget of \$17,000): No status

Status of process to be able to spend \$5,000 for headstone repair:

Mike will set this meeting up. This is who will go and get a list of repairs needed/pictures taken:
Denise>Riverside, Mike>Martins, Sharron>Davis-Cate, Nancy>Head.

Denise will create individual folders for each cemetery on Google Drive and then we can upload pictures/videos of damaged stones.

Gold Award Project in Head Cemetery – Put something on Cemetery Commission webpage. Mike will work with Kathy Lawrence to make this happen.

Martins Lot 25 and subdivision to Lots 25B, 25C (Lamos, Ballargeon): Mike sent a letter on 11/6/19 to Melinda Limoges, and he has not received a response.

Bent gate post at entrance to Martins Cemetery needs straightening. Mike will ask Phil to fix this.

New Business:

Request to put in a bench in Head, Sec A (new) by Mike Willneff, father of Jillian Nelson. He is not allowed to put a bench at the gravesite itself but perhaps in a “common” area near the grave. He would not own the bench and it would become property of the town. Mike will follow up in communication with him.

To-Do List:

Meet with Phil to determine how to get work done for \$2,500 (loam, paving, etc.): Ongoing

Update perpetual care list (low priority-start with actual records)
Establish cremains lots – have this done before we published new rates/regs. Current lots are 3 ½ x 12. Our thought is to create cremains lots in each cemetery (Head and Martins only).
Update regulations (including changing language of right to inter, etc.)
Review cost of lots
Have another work session in Head Cemetery, Sec A (new)
Continue to update Cemetery Commission SOP

Next meeting(s): Monday, January 13, 2019, at 8 a.m.

Meeting adjourned: 8:49 a.m.

Respectfully submitted,

Denise Cascio Bolduc