

7/27/2017

Bellingham Cemetery Committee  
Meeting Minutes  
April 13, 2017  
Municipal Center Arcand Meeting Room

Members:

James Haughey (JH)	Chairman
Francis Cartier (FC)	Vice-Chairman
Alan Bogan (AB)	Member at Large (Absent)

Attendee:

Donald F. DiMartino (DD)	DPW Director (Ex. Sec. to Cem Com)
Barbara Sooklal (BS)	DPW Clerk – Recording Secretary

JH called the meeting to order at 3:15 pm on April 13, 2016

*JH mentioned the absence of Alan Bogan due to the passing of his father, expressed condolence to the Bogan family.*

Election of Officers for 2017

*JH motioned to appoint FC to Chairman  
FC seconded. The motion passed.*

*JH motioned to appoint AB to Vice-Chairmen  
FC seconded. The motion passed.*

FC stated JH will be Member at Large, and thanked him for his service.  
JH conveyed thanked all for their service during his office.

Accept Minutes of December 29, 2016

*JH motioned to accept the minutes of December 29, 2016 meeting as presented.  
FC seconded. The motion passed.*

Confirm Columbarium 3 – Dedication Scheduled

FC discussed the dedication will be on Saturday, May 20 in conjunction with the Memorial Day celebration, but that the time will need to be determined later, but by the end of the meeting.

*JH motioned to table the discussion on setting the time of the dedication until the end of the meeting.  
FC seconded. The motion passed.*

Oak Hill Cemetery

DD presented a map of Oak Hill, stating half of the project had been completed. He projects the other half will be completed before the next meeting. The committee discussed different aspects of the mapping in terms of where a road could be laid out. FC suggests the conversation be continued after the project is complete. The committee confirmed that all sales at Oak Hill are on hold until the completion of the mapping project; the cemetery is open for burials to existing deed holders.

*JH motions to table the discussion on mapping until the next meeting.  
FC seconded. The motion passed.*

*JH motioned to table the discussion of the next two item agendas until the next meeting when the full board is present.*

*FC seconded. Motion passed.*

Review of Current Rules & Regulations

Discuss sale of two (2) niches to friend of Town resident

Gravesite & Niche Sales, Activities, and Monuments

FC read the figures for sales and activity:

• Niche Purchases	None
• Niche Interment	None
• Grave Purchase	None
• Burials (Urn)	None
• Burials (Casket)	Canesi burial 4.15.17 (Center),
• Monuments	None

The committee readdressed the date for the columbarium dedication. FC stated the date may need to be changed due to a conflict in time. In the past, dedications have all coincided with the Memorial Day celebration; FC would like to continue with that timeline.

*JH motioned to dedicate the third columbarium on May 20 at 12:00pm noon.*

*FC seconded. The motion passed.*

JH led a discussion on letters to grave and niche owners regarding decorations. Since the letter is a courtesy reminder of the rules and regulations, the letter does not need full board approval. The committee discussed a deadline for clearing out decorations. FC commented that the decorations should be cleared before the Memorial Day weekend.

*JH motioned that the letters be sent with a deadline of April 30, now and yearly thereafter.*

*FC seconded. The motion passed.*

JH mentioned that the bulletin board at (cemetery?) needs repair. DD will schedule the repairs.

Schedule Next Meeting 2017

*JH motioned to schedule the next meeting on July 27 at 3:15 pm in the Arcand Building.*

*FC seconded. Motion passed.*

Executive Session Requested by Frank Cartier regarding Center Cemetery Sales in 2012

Adjourn to Scott Cemetery for field recon and possible monument relocation

*JH motioned to table the discussion of the next two item agendas until the next meeting when the full board is present.*

*FC seconded. Motion passed.*

*FC adjourned the meeting at 3:51pm*

Bellingham Cemetery Committee  
Meeting Minutes  
July 27, 2017  
Municipal Center Arcand Meeting Room

Members:

Francis Cartier (FC)	Chairman
Alan Bogan (AB)	Vice-Chairman
James Haughey (JH)	Member at Large

Attendee:

Donald F. DiMartino (DD)	DPW Director (Ex. Sec. to Cem Com)
Barbara Sooklal (BS)	DPW Clerk – Recording Secretary
Patricia Thompson Jerrett (PTJ)	

FC called the meeting to order at 3:15 pm on April 13, 2016

*FC asked for a moment of silence for the passing of Tony Karakeian, longtime DPW employee and Kenneth Bogan, father of Alan Bogan.*

Accept Minutes of April 13, 2017

*JH motioned to accept the minutes of the April 13, 2017 meeting as presented.*

*AB seconded. The motion passed.*

Financial Accounts

DD reviewed the financial summary table that had been delivered to the members with their packages for today's meeting. He informed the board that several invoices for engraving had been received after the table was drafted so the fund balances for interment and engraving were less than noted on the summary. AB questions if DPW crew labor was billed to the Cemetery accounts. DD replied stating because the cemeteries fall under the DPW, the costs are part of the DPW budgets that are funded out of the General Fund.

Oak Hill Cemetery

DD presented and reviewed an AutoCAD map of Oak Hill Cemetery projected on the screen via a laptop. The committee discussed the availability of usable graves, and noted that it appears gravesites could be made available for sale immediately. DD noted that the map we received from Oak Hill was entirely inaccurate and barely related to the spreadsheet of records received and the ground survey performed. DD is however relatively confident that there is open space along the north property line and east end of the area known as Row 9 in Oak Hill records.

The committee discussed the layout for potential road and the two areas where it appears there is open space for new grave site sales. It was agreed not to sell any more graves near the large pine tree near the Gentile grave sites. We will have it mapped in our database but will not be open for sale.

DD will contact the owner of the plaza to see if the Town could acquire a cemetery road easement to improve access to the grave sites.

PTJ stated that she believes Julie Thompson, former President of Oak Hill Cemetery Committee, had received documentation that Varney had donated the area inside the fence to the Cemetery. DD noted that no official recorded documents were found during the titled search performed prior to the Town's drafting and acceptance of deeds for the cemetery land.

The committee discussed the location of the Bradbury graves and the family's request to sell the graves back to the Town. The Committee questioned the location of the graves and the validity of the deed presented and asked for clarification from the Bradbury family. It was determined that buying back the graves would not be in the interest of the Town. Reasons for rejecting the request to buy back include: it is not our practice to do so;

the location may very well be outside of the Town's property line, there remains a question regarding the cost of grave site purchase, there is confusion regard the purchase of graves from the Gentile family, and if bought back by the Town, the graves would not be returned to saleable grave status due to their location and questions of mapping accuracy.

*JH motioned to draft a letter to the Gentile family to produce any records of ownership and resale of graves to the Bradbury family to include cost and price.*

*AB seconded the motion. The motion passed.*

*AB motioned to sell graves to the right side of the map (eastern section of Row 9) to Town residents.*

*JH seconded the motion. The motion passed.*

JH questioned when the new graves will be uploaded into Legacy Mark (database) to be ready to sell. DD answered that the DPW can layout and number the graves for immediate sale without waiting for the database to be completed. He will refine the map and send it to Legacy Mark to create the database. Prior cost estimate was \$3,490, which DD will need to confirm as it has been a while since the quote was received.

#### Review of Current Rules & Regulations Discussion

FC started a discussion to review of all fees and charges, questioning if the current cost structure is covering the Town's expenses. DD commented that overtime charges weekend burials are a critical factor in covering expenses; however the finances are in good condition. JH added that the fee structure is reasonable and should remain unchanged. AB inquired as to when was the last time grave site purchase fees were changed. FC & JH both commented that a fee to purchase graves hasn't been changed since they became part of the committee approaching 15 years. FC commented the Union Cemetery fees are higher and the topic should be readdressed in April 2018. Also in that discussion will be fees for Veterans and Town Employees. The Committee agreed that the regulations on sale of niches and graves should not be changed.

A review of the current regulations clarified that Non-Residents are not eligible and friends of resident do not have any special consideration and are also; therefore, not eligible to purchase graves.

The Committee discussed double depth burials (casket on casket) and decided the practice would not be further considered due to the size of some of the older graves and the difficulty added to excavation of the deep grave.

FC started the discussion on the changing the cost of niches; suggested the cost of the niches on the back of columbariums could be decreased and a cost increase for the niches in the front, keeping the revenue the same. FC commented that the front niches are in demand, while the back is not being used. DD reported that he consulted with the Town's legal counsel and has yet to receive an opinion. DD's concern is with municipal rate setting which is supposed to be based on cost, which is the same for niches front or back. FC noted that other cemeteries price niches differently based on location. DD responded that any fee changes must be done legally per state law and only after an advertised public hearing. The Committee discussed other options including the beautification of the area in the back of the columbariums and the orientation of future columbariums to remove the front to back issue.

FC discussed the use and cost of granite grave markers. FC inquired if the Committee is reimbursed for the cost of the markers. DD stated the cost of interment was increased to cover the cost of the markers. FC suggested the use of temporary markers that were less expensive, noting the family would be given a year to replace the marker with a monument or the Committee would place the granite marker at an additional cost to the family. The committee discussed the potential complications that could arise from allowing the family to respond (may not have a family, family may not want a stone). JH responded that the Committee doesn't want to make a profit. FC countered that no other cemetery provides permanent markers. DD stated that the practice was introduced because old records were not accurate. The purpose is so the Town can locate remains and avoid the same issues in the future. DD will investigate the current charges for interment and the cost of granite grave markers and report at the next meeting.

*JH motioned to table the discussion on the use and cost of granite markers until the next meeting. AB seconded the motion. The motion passed.*

The Committee discussed the requirement of nameplates on urns and caskets. FC suggested that BS remind applicants of the requirements when scheduling interment as the nameplate requirement is already part of our regulations.

JH started a discussion on the interment of cremated remains of pets, suggested that an addition to the regulations should be considered. Although a good idea concerns regarding control and not allow it to become a pet cemetery were raised. No votes or decisions were made; this issue may be discussed at future meetings.

#### Sales, Relocation, & Buybacks

The Committee discussed the sale of graves at Oak Hill cemetery. BS is to inform the Heffernan & Land family that graves are now available. Disinterment of the Keirstead infant can take place after the family provides more information required per regulations. FC suggested the family contact their funeral director, who should be able to help in gather the necessary information.

BS stated that the Nally family is not committed to selling back their graves. She is dealing with the son and will contact him. The Committee agreed the Buy-Back of the Bradbury graves are not in the interest of the Town, as those sites cannot be resold.

*JH amended his previous motion regarding contacting the Gentile family; changing to motion to inform the Bradbury family that we are no willing to purchase the grave. AB seconded the motion. The motion passed.*

At Scott Cemetery, the Committee discussed the request of the Choiniere to sell graves to other family members. BS informed the Committee that Cheryl Choiniere has asked if the deeds can change ownership within the family and that all deeds were made to the Choiniere family. The Committee required that all deeds be changed to specify ownership. BS will contact family and make necessary changes on deeds.

FC discussed grounds keeping and the Town's responsibilities and those of the grave owners. The Town is responsible for maintenance on fences, gates and mowing. Because the cemetery committee is not a fully staffed organization, owners are responsible for clearing and planting grass on their graves. Only grass can be placed on graves; no stone or wood chips allowed. FC presents a copy of a letter to be used as a template when informing residents of their responsibilities.

The Committee found no issue with the Beal family purchasing three (3) niches on the back of Columbarium 1, as there are several multiple niche owners in our columbariums.

The Committee decided it was not necessary to adjourn to the Scott and Oak Hill cemeteries as the presentation clarified any information needed.

*JH motioned to schedule the next meeting on Thursday, September 14 at 3:15pm in the Arcand Meeting Room. AB seconded the motion. The motion passed.*

*FC adjourned the meeting at 5:10pm.*

**BELLINGHAM CEMETERY COMMITTEE**

Meeting Minutes

September 14, 2017

Municipal Center – Arcand Meeting room

**Members:**

Francis Cartier	Chairman
Alan Bogan	Vice-Chairman
James Haughey	Member at Large

**Attendees:**

Donald F. DiMartino	DPW Director (Ex. Sec. to Cem Com)
Tina M. Griffin	DPW Clerk – Recording secretary

Mr. Cartier called the meeting to order at 3:18 pm on Thursday, September 14, 2017.

Mr. Cartier asked for a moment of silence for all the victims of Texas, Florida, the Caribbean and the Virgin Islands. The recent Hurricanes have made a mess of these areas and he would just like to reach out to everyone that has been affected by these unfortunate tragedies.

The committee reviewed a draft of the minutes from July 27, 2017. Mr. Haughey made a motion to accept the minutes, with one revision. Mr. Bogan seconded and the motion carried.

Mr. Haughey wanted to give a special “Thank you” to Barbara Sooklal for doing an outstanding job on the minutes from the last meeting which was very lengthy. Mr. Cartier added that Barbara did a great job, especially since there was a technical glitch and no recording device for that meeting.

**Oak Hill Cemetery**

Mr. DiMartino stated that at the last meeting, Ms. Patricia Thompson Jerrett told the members that she thought there was a deed that had been given from Varney to the previous Cemetery Committee. Mr. DiMartino and Ms. Sooklal went back through the records and couldn't find a copy of the deed. In addition, the title search performed when Town of Bellingham acquired the property did not turn up a deed. The section beyond the property line and up to the fence has ever been transferred to the Oak Hill Cemetery.

Mr. DiMartino reported that \$3,279.48 was been received from Oak Hill Cemetery on August 01, 2014 in answer to a question raised at the last meeting.

Mr. DiMartino told Board members that he is still waiting on an updated quote from Legacy Mark regarding the areas that need to be mapped out. There was a previous quote of \$3,490 from last year and he doesn't estimate that it should be much more than that. However, they are still waiting for this updated quote so that the Committee can proceed with having Legacy Mark put the new grave availability area into the database for easier sale and tracking.

**Review of Current Rules & Regulations Discussion**

Mr. DiMartino went over the current fees and charges with the Committee members. In response to a question raised at the last meeting he reported that current pricing for Casket Interment is \$600. The DPW cost is about \$400 for two men, an excavator and a truck for a total of 4 hours and the granite

grave markers cost \$150. The Committee acknowledged and reviewed the current charges and members agreed that these above fees should remain the same.

After a lengthy discussion;

Mr. Haughey made a motion to change the wording on the fee schedule for the Columbarium Niche Cover Engraving to eliminate the word “initial” and change the wording to “All Engraving.”

Mr. Bogan seconded and the motion carried.

Mr. Bogan made a motion to adjust the cost of the Disinterment of an Urn:

Change fee for a Disinterment of an Urn from a Niche from \$50 to \$100

Change fee for a Disinterment of an Urn from Burial from \$50 to \$400.

Charge zero for interment and disinterment of infants.

Mr. Haughey seconded and the motion carried.

Mr. DiMartino noted that the increase in fee would warrant a public hearing. He will post that for the next meeting.

All other current fees were reviewed and with the Board and all members agreed on the remaining line items with no additional discussion needed.

### **Columbarium Niche Sales Pricing**

Mr. Cartier brought up the question of variable pricing at the last meeting as a possible way to enhance sales of the back side of the columbariums.

Mr. DiMartino reported that Town Counsel had emailed a response regarding the legality of the Town charging more for various niches based on location. Counsel found no case law defining it as an unacceptable practice, but also noted state law regarding municipalities only charging fees to recoup costs.

In light of the legal input Mr. Cartier asked to Committee to consider charging \$100 more for front side in Columbarium 3.

Also, Mr. Cartier mentioned the possibility of establishing a “scattering area” in the back of the columbariums with enhanced landscaping and added benches.

Mr. Haughey suggested that the Committee consider putting in a road behind the Columbariums to enhance sales of the back side niches.

Mr. Haughey made a motion to “table” this topic until the Committee has a chance to go to the Scott Cemetery later today.

Mr. Bogan seconded and the motion carried.

Mr. Haughey stated that one reason he got on the board was to keep the prices affordable.

Mr. Haughey would like to “table” variable fee discussion until the meeting continued at the Scott Cemetery.

Mr. Bogan seconded and the motion carried.

### **Sales, Relocation & Buybacks**

#### **Oak Hill**

Mr. DiMartino discussed that the Keirstead Family wants to relocate an infant's remains from the Stockton plots to the Keirstead plot. Mr. Cartier said that he has asked for a certified copy of the death certificate to show when the baby passed and where the baby was interred so that we can move forward with the relocation.

Mr. DiMartino let the Board members know that as far as the Rovedo (Bradbury) portion of the agenda, the family has accepted "no buyback". This is closed.

Mr. DiMartino also addressed the Nally Family request to sell back to the Town. Mr. DiMartino stated that there is conflicting information from family members about their desire to sell back. In addition, there is poor information on the location of the grave as well as poor information on the number of graves owned by the family. The family purchased the grave in 1988 for \$150. He suggested that purchase this grave from the Nally was of no benefit to the Town and therefore he recommended we simply respond that we don't want to buy it back.

Mr. Haughey made a motion to "table" this item on the agenda until the next meeting in order to get legal advice from town counsel regarding any requirement to buy back unused graves.

### **Gravesite & Niche Sales, Activities and Monuments**

Mr. DiMartino stated that since the last meeting there have been the following transactions:

- 1 Niche was sold since last meeting
- 2 sales of Graves at Scott Cemetery
- 1 sale of a Grave at Oak Hill Cemetery
- 3 Urn Burials are: Patterson at Center Street, Nickerson and Bradbury at Scott Street Cemetery

Mr. Haughey made a motion to schedule the next meeting for December 21, 2017 at 3:15 at the Arcand Meeting Room.

Mr. Bogan seconded and the motion carried.

Mr. Haughey made a motion to adjourn this portion of the meeting and go to Scott Cemetery on Center Street at this time of 4:20 pm.

Mr. Bogan seconded and the motion carried.

The meeting was continued at the Scott Cemetery at 4:35 PM.

The Committee discussed constructing a new road behind the columbariums. The logistics would include revising the plan for the fourth columbarium north of #3 and determining if the road could be built over the land south of the Columbarium #1. There is insufficient room to construct the proposed future Columbarium #4 north of Columbarium #3 and construct a roadway. All agreed that the road would be more beneficial and could allow for other areas to construct columbariums.

The area south of Columbarium #1 is fairly close to the edge of the old burial area. It was agreed that Ground Penetrating Radar (GPR) survey should be done in this area to confirm that the road would not impact any existing graves. DD will look into bringing in the GPR firm and noted he would try to line up enough work for it to be worth bringing him back to Town as a single day costs around \$4,000.

Discussion moved to the Sawyer monument placed in poor alignment with other monuments on in Section 3. DD will investigate and plans to inform the family that the monument should be relocated to the area near the edge of the road to be in proper alignment.

There was also a brief discussion about grave that had been covered in pine bark chips which is against the regulations. DD will direct Parks staff to remove the pine bark and place loam and seed.

With no further business the meeting was adjourned at 5:00 PM.

Respectfully Submitted,  
Tina M. Griffin  
Don DiMartino

4/17/2018  
JH-AB-UN

BELLINGHAM CEMETERY COMMITTEE

Meeting Minutes

December 21, 2017

Municipal Center – Arcand Meeting room

FC opened the meeting at 3:15 pm on December 21, 2017

FC read the Public Hearing, submitted on November 30, 2017, to discuss modification to Town Cemetery Regulations in regards to expenses. The committee will amend the regulations by adding to Section I a paragraph 9 which states:

The Committee has no obligation to buy back unused graves or columbarium niches. Upon request from a grave or niche owner to sell back the grave or niche the Committee will vote whether to buy back the unused grave or niche. Any grave or niche owner submitting such a request to sell back a grave or niche must deliver to the Committee a signed copy of the deed and other documentation that clearly defines the exact location of the grave or niche and the purchase price paid at the time of purchase. The Committee may at times approach grave owners to see if they are willing to sell back graves if it is deemed in the Town's best interest to do so. Grave owners are under no obligation to sell back graves to the Town. In any case when the Committee elects to buyback a grave or niche the buyback price shall be no more than the amount paid by the grave or niche owner at the time the owner purchased the grave or niche.

The proposed modifications will amend the charges for disinterment as follows:

Disinterment fees proposed under regular DPW hours proposed for modification:

- 1) Urn at Niche, per urn disinterment, proposed fee \$100, current fee \$50
- 2) Earth burial disinterment - current fee \$50, proposed fee \$400.
- 3) Infant niche or burial, fee currently not listed, proposed fee zero.

FC asked for additional comments from members. None offered.

*JH motioned to close the hearing. AB seconded. The motion passed.*

Accept Minutes of September 14, 2017

*JH motioned to accept the minutes of September 14, 2017 as presented. AB seconded. The motion passed.*

Oak Hill Cemetery

DD commented that the database and mapping is not complete, and that Legacy Mark has not provided a quote to date. The committee, led by DD, discussed revision to availability of graves at Oak Hill. DD provided a map showing the proposed road infringes on a section of proposed grave sites. DD recommended omitting 2 rows along the roadway and the same number on the up side, for a total of 16 graves. This leaves a viable rectangle area of graves. DD recommended that the committee does not consider the upper section as saleable sites until the after the April meeting, suggesting the committee visit the area for an understanding of tree locations and a proposed road.

The committee discussed the road placement and possibly removing some trees in the area. DD cautioned that the map doesn't show a viable placement of the road. DD stated he will inform Legacy Mark to proceed adding the discussed lower section to the database, and include the upper section, for future use, although not for sale now.

FC inquired about ground penetrating radar at Scott Cemetery; DD noted that Legacy Mark does the database, not the radar. FC commented that some graves have been sold. DD mentioned the importance of getting the database up to record these and subsequent sales.

FC asked the committee for additional comments before moving to the next agenda item. No comments received.

#### ZERO funds received from Union Cemetery in 2017

DD stated the Union Cemetery had been invoiced and payment had not been received to date. The yearly fee is \$1400. FC asked for an additional reminder to the Union Cemetery Committee, stating the committee only meets once a year. DD stated a revised invoice to include the upcoming year's fee will be sent.

#### Scott Cemetery

The committee discussed the addition of a road behind the columbarium as discussed at the September site visit. JH suggested the road behind the columbarium to add interest to the back portion of the columbarium and enhance sales. JH commented on using the ground penetrating radar to be sure the road placement is viable. JH suggested using the radar in a second area (on the left side, from the nearest entrance to Pulaski Blvd) for a future site of a columbarium. The committee discussed the cost of the radar is \$4000 per day and using it in several areas to determine potential future use. DD mentioned the DPW has an upcoming need and the possibility of sharing the service and cost. The committee discussed the location and position of future columbarium and road. FC proposed to hold a discussion for a future Phase 4 columbarium at Oak Hill or Center Cemetery to serve the families in the North of Town. The committee discussed areas in Oak Hill for potential columbarium site. FC mentioned that other towns are looking to Bellingham in regards to setting up columbaria.

FC commented that DD and the Parks department did a phenomenal job in getting the Depot St Cemetery back into a presentable condition.

FC asked for additional comments. DD added that everything is on hold until it is determined where graves are located. FC will bring photos of the National Cemetery columbaria for the next meeting.

#### Sawyer Monument Relocation

DD stated a letter will be sent in the spring to inform the owner that the monument at Scott Cemetery must be relocated. FC explained that the monument is out of sync with the layout of this section of the cemetery. The monument placements are set to unify the appearance and to facilitate the opening and closing of graves.

Sales, Relocation, & Buybacks

FC stated that at Oak Hill, the Keirstead family had asked to move an infant to the family grave and has decided **not** to move the infant, however wants to know where to place a marker. The committee discussed the difficulty in finding the location due to the age of the grave, the poor records, and the small size of an infant casket. JH suggested that the deed and map that was given to the Keirstead family be brought to the next meeting; visiting the site and extending an invitation to the family to join the committee at the cemetery. AB commented that he visited the site several times, however due to the size and lack of markings, it couldn't not be determined where the graves were located. FC requested a copy of the Biggs deed, whose grave is adjacent to the Keirstead grave(s); requesting that if a deed for the Biggs family cannot be found, to contact the family for a deed. JH addressed the audience to explain that the committee's confusion is a result of having just taken over the cemetery last year with limited information about the location of graves. FC asked if the ground penetrating radar could be used in this area; DD replied that is has already been done. FC suggested that the area in question could be excavated manually and due to the size and age of the infant grave, would have to be done meticulously and by hand. The committee questioned that suggestions, citing concerns about the size of the area. FC alternatively suggested that the marker be placed in the center of the grave(s) regardless to where the actual grave is located. The committee discussed the question of whether the parents plan on being buried in that area. If yes, due to the unknow location of the babies' graves, it is possible that the graves will be disturbed. FC requested that the Keirsteads be asked of their intentions before the next meeting.

Gravesite & Niche Sales, Activities, and Monuments

FC read the statistics of sales since the last meeting (as below):

• Niche Purchases	None
• Niche Interment	None
• Grave Purchase	Fecteau-SC (3), Robinson-OHC (3)
• Burials (Urn)	Fecteau-SC (1), Marcotte – SC (1), Pietrontonio-OHC (2)
• Burials (Casket)	Perry – OHC (1)
• Monuments	None

DD stated a veteran's marker was received earlier in the day. BS confirmed it was the Marcotte marker. FC inquired about the current fee for placing a veteran's marker. DD stated per regulations there is no fee. FC stated that other cemeteries charge \$200-\$400 to place a bronze veteran's marker because it needs to be set in concrete; and suggested the committee hold a future discussion about their fee structure. JH and DD disagree with any changes to the regulations in regards to charging veterans. FC stated that Veteran's Association will reimburse the Town for the purchase of a veteran's niche. The committee agreed no changes to the current regulations in regards to fees for placing veteran markers maintaining a zero cost.

Schedule Next Meeting April 2018

The committee discussed the date for the opening meeting for 2018 in April and to adjourn to the Oak Hill cemetery. DD mentioned the ground penetrating radar will not be done by the next meeting. FC pointed out that Town cemeteries are closed as of November 1<sup>st</sup>, although the gates remain open until January 1<sup>st</sup>, depending on the weather. The gates may be chained off after Christmas day, for safety reasons. FC closed out the year by asking DD to commend the Parks Department for their care of the cemeteries, stating they have never looked as good in all the years he has been with Bellingham;

thanked DD and BS for their support of the committee and help to the families purchasing lots; thanked the committee for sharing this strong year and welcomed AB to the cemetery board. FC commented on the progress of getting better records of the cemeteries. JH thanked DD and BS for the support. FC thanked TG for filling in for BS. FC wished everyone a happy holiday.

*JH motioned to adjourn the meeting and to hold the next meeting on April 17, 2018 at 3:15pm. AB seconded. The motion passed.*

*FC adjourns the meeting at 4:15pm.*