

7/11/2019

Bellingham Cemetery Committee
Meeting Minutes
April 24, 2019
DPW Meeting Room – 26 Blackstone St

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
Roland Arcand (RA)	Parks Department Foreman

FC calls the meeting to order at 2:00 pm.

Accept Minutes of December 27, 2018

FC asked the members if they had any questions or comments about the minutes of December 27, 2018. With no questions, FC asked for a motion to accept the minutes.

JH motioned to accept the minutes as written. AB seconded. Motion passed with a vote of 3-0.

Election of Officers 2019

JH turns the meeting over to DD. DD asked for nominations for committee officers. JH recommended FC to continue as Chairman for the upcoming year. FC accepted the nomination.

DD confirmed a motion to accept FC as Chairman. AB seconded the motion. The motion passed with a vote of 2-0.

FC asked for motion for a Vice-Chairman.

JH motioned to appointment Alan Bogan to the position for the upcoming year. FC seconded the motion. The motion passed with a vote of 2-0.

FC gave thanks to Don DiMartino, as Executive Secretary to the Cemetery Commission and Barbara Sooklal, as Recording Secretary for the support given over the past year to the committee, the families and the Town.

Cemetery Maintenance

Invoice Sent to Union Cemetery January 2, 2019

DD stated, and BS confirmed the invoice was sent in January. To date, no payment has been received. FC asked that if payment is not received by May 15, that a secondary invoice be sent. BS suggests that a phone call be made. Committee agreed that a phone call and secondary "Past Due" invoice be sent. DD stated that payment from the Union Cemetery Committee has never been an issue and that a change of the Union Committee meeting may have held up the payment. DD mentioned that a delay could have been the result of poor health (D Brown).

Clean up Posted in Bellingham Bulletin

FC discussed posting in the Bellingham Bulletin regarding the cleanup of the decorations in the cemeteries. DD stated the posting is already to press for the May Edition.

Discussion with Parks Foreman Arcand

FC introduced Roland Arcand, Foreman of the Parks Department. FC turned the meeting over to AB to discuss Decoration Control. AB stated that he would not like to see decorations unless placed on top of the stone. AB stated the use of bark mulch and gravel stone make it difficult to work around, weeds grow up through it, grass clippings remain on it. AB cited the rules & regulations stating there should be no decorations. AB referenced the Center Cemetery stating there are questionable decorations that make it difficult for the Parks Department to cut around. RA added that it is difficult to use even a weed-wacker. FC questioned RA if the use of gravel stone (on the graves) makes it difficult to maintain. RA stated (Parks) can go around or over the area. FC stated any fixtures that needed to be removed to maintain created a time delay; RA agreed. The committee reviewed pictures of problem areas to which RA stated it makes maintenance take longer. RA mentioned that past years the Parks were blamed for the removal of decorations. DD stated that the committee is (working) to set a standard to clean everything out. JH mentioned he visited all three (3) cemeteries, thanked RA for his department keeping the cemeteries in decent shape and agreed with AB on the use of decorations, citing that there is almost a carnival atmosphere with some of the decorations. AB stated he has cleaned up Christmas decorations in all three cemeteries this year, finding wreaths that were dried up. RA added that he (Parks) pulls up anything that is dead. FC stated that after the gates are closed on December 1 and winter snowfall, families are limited to the time they can cleanup. With the posting in the newspaper, families will have time to clean up; the Parks will make the initial cutting to have the cemeteries in pristine shape for the Memorial Day weekend. After that weekend, if an issue arises, a notice can go out to families to maintain their graves. FC referenced how the Bradbury family makes sure their grave is taken care of because it is their son, their pride and want it to look nice. This is the grave that had the sunflower. FC stressed that the issues be handled professionally with concern for the families' emotions.

RA stated that last year he used weed killer around the stones to avoid having to use the weed-wacker because the weed-wacker which took several days to go through one cemetery. The weed killer worked well except couldn't be used where flowers were planted. FC commented that our regulations state that vases are allowed on the monuments, but nothing can be planted in the ground, referencing the change in regulations allowing upright monuments (from flush markers).

JH mentioned that some of the foot stones in Oak Hill are depressed into the ground and the names cannot be read. He asked RA his opinion of having a company come in to raise these markers to be flush with the ground. RA replied that the markers would have to be flush with the ground so as not to break any blades. FC requested that JH find out what the expense would be to have a third party reposition the stones. JH stated a general price of \$50 a (large) stone to clean off moss, etc. of only marble and granite stones. Limestone and slate are not handled. JH took pictures at the three (3) cemeteries to obtain a general estimate. To raise foot stones would be \$5.00 (five dollars) and to clean them \$5.00 (five dollars) for a total estimate per foot stone of \$10 (ten dollars). JH suggested doing one (1) cemetery each year, starting with Scott Cemetery to power wash and lift stones after the decorations are cleaned up. FC asked the name of the company. JH answered Robert Moore Monument Company, Holliston Mass. JH stated he could get a quote from the company and the project would go out to bid. DD mentioned the project would not have to go out for bid at that dollar

amount however the company would have to pay wage scales which they probably don't. The committee discussed wage scale. DD added that wage scale is about 5 times more than what they (company) pays their workers. The only option to avoid wage scale is to have Town employees do the work. Third party vendors (engraver) are not held to wage scale as the work is considered off site. FC asked BS to ask Moore Monument if they fit into the Town's criteria. RA stated that Parks cleans up the cemeteries the week before the Memorial parade and that families should have removed their decorations prior to the start of that clean up. He suggested that everything be cleaned up and left in a pile. JH responded by stating the Town celebrates before the holiday weekend and it would be hard to ask families to remove decorations prior to Memorial Day. RA countered that the families are asked to place decorations after the Town's celebration.

The committee discussed cleaning the concrete pad around the columbariums. JH stated that he would like to get a quote on power washing the concrete around the columbariums. He added that around C1 the pad is turning black and suggested that it be power washed then stained/painted, mentioning that he did it in his garage. FC added that the process would not work in an outdoor environment as it would become too slippery. DD added the process is not suited for a rough finish however continual power washing should be appropriate. JA added that he uses a concrete sealer that has a grit added that works for the walkway surrounding the splash pad.

FC stated that he did a quick calculation with a budget of \$2000 and a cost of \$10 per foot stone, 200 graves to be done. JH countered that there are several larger stones that need to be raised and cleaned at \$50. FC added that the \$2000 budget could also address power washing the pads. RA added that his department could do the power washing and the sealant. DD added that he does not like adding sealant to concrete and that power washing is enough.

Grave and Monument Location Marking, On-Site Grave Site sales, Coordinate & Inspect Parks Mowing/Maintenance

DD commented that these duties are going to have to be the responsibility of the cemetery committee members due to the lack of time he can commit. DD commented that the only way to notify families that their decorations need to be removed is to place temporary markers. The committee discussed taking on these responsibilities and access to the equipment needed. DD suggested that the decorations could be managed by the committee members regularly visiting the cemeteries and the Parks Department reporting any issues they come across, adding that the Parks should not have to stop to clean up decorations but should have someone to whom they could report an issue. DD stressed that the regulations be strictly followed and nothing outside the regulations are allowed. FC countered that the grounds are not beautifully maintained, and families add to make their site look nice. The committee discussed the need to be consistent with the regulations and the process of notifying families with markers.

Allowing gravesite owners to place borders and maintain gravesites

FC asked the committee and RA to comment about borders. RA commented that borders, mulch and stone complicate the mowing process; the mower needs to change direction and grass clippings are blown onto neighboring graves. DD added that borders are a significant complication to the Parks tasks. JH mentioned he conversed with the superintendent at St Jean the Baptist cemetery. They allow borders however when not maintained, the borders are removed and never allowed again. The families get one chance to follow regulations. DD asked who will track and enforce the policy if accepted. FC

requested that this issue be addressed at the July meeting as there will have more information as to how the clean up has progressed and how families have reacted.

The Committee discussed the eventual overtaking of a private cemetery on Lake Street.

Oak Hill Cemetery tree removal update

DD discussed the ongoing project of tree removal in the Town stating the contractor is not in a position to add the cemeteries to the list. Wage scale is also an issue with some of the contractors which limits the availability. The project is less of a priority and can be considered in the future unless it is determined that a tree may fall and take down wires or fall into the street.

FC asked the committee if they had any further comments/questions for RA. JH and FC thank him for joining the meeting and for the work his crew does for the committee.

Scott Cemetery

FC discussed the Auclair family request to sell back graves in Old Section or transfer ownership to family member. BS confirmed that the family has decided to transfer ownership to family. FC stated that sales outside of the family must be authorized by the committee clarifying that the purchase of a grave grants the use of the land, not the ownership of the land.

Gravesite & Niche Sales, Activities, and Monuments

FC read the following sales activity:

• Niche Purchases	
• Niche Interment	
• Grave Purchase	
• Burials (Urn)	Gill
• Burials (Casket)	Burr
• Monuments	

Schedule Next Meeting July 2019

AB motioned to schedule the next meeting on July 11, 2019 at the Arcand Meeting Room. JH seconded the motion. The motioned passed.

Meeting adjourned.

10/3/2019

Bellingham Cemetery Committee
Meeting Minutes
July 11, 2019
Municipal Center Arcand Meeting Room

Members:

Francis Cartier (FC)	Chairman ~ <i>not present</i>
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

JH calls the meeting to order at 2:03 pm

FC called into the meeting to state he would not be available to attend or listen in.

JH asked for a pause to review the minutes.

AB motioned to accept the minutes from April 25, 2019.

JH seconded. The motion passed.

Engraving of Benches at Columbariums

DD continued a past discussion on purchasing benches. The price of the benches is \$800 Engraving is to be *paid* by the applicant. There are benches available; anyone who wants a bench can pay the \$800 and pay for the engraving. It is up to the board to allow the purchase; there are no current regulations on the subject. DD commented that he paid for the engraving on the memorial bench for Tony Karakian (TK) but did not buy the bench. The cost of the bench was waived as a dedication to TK for his efforts in the *columbarium project*. DD asked if a family approached FC with a question on how to purchase a bench and suggested that the conversation be tabled until FC is present.

AB motioned to table the discussion until the next meeting.

JH seconded the motion. The motion passed.

Cemetery Maintenance

DD asked about the invoice sent to Union Cemetery January 2, 2019. BS called the Union Cemetery Committee regarding payment. Payment has been received. The next invoice will be sent in January 2020.

Flat Marker Cleaning and Raising – Continued Info and discussion

JH commented that he took pictures of the cemeteries; supplied computer disc to the members. He met with one of the employees of a Moore Company of Holliston, an old classmate, who was working at Sacred Heart Cemetery. JH commented that he is not familiar with the company. A ballpark estimate of cleaning would be \$5.00 per stone. JH commented that he saw them clean a 10-12' monolith and how it changed the look of the stone. JH added that he is not recommended this company; is stating that there are a few firms that clean stones; and this work shouldn't be left to just anyone. JH mentioned that some of the pictures show the stones depressed; the company gave an estimated cost of \$5.00 to lift the stones, \$5.00 to clean. The company has insurance and is bonded. DD commented that any company needs to comply with wage scales. JH added that this company uses low pressure to wash the stones; high pressure power washing can ruin the stones. JH watched the process and saw how years of wear was removed from the stones. JH commented that some of the stones in our cemeteries are unrecognizable and would like to see them lifted and washed. The

Cemetery Commission Agenda

company uses a solvent that JH is unaware of the name. JH counted approximately 46 foot stones in the Scott Cemetery that could use this treatment. JH estimated \$10 per stone and questioned the bid procedures. DD commented that the company may be subject to wage scale laws and will confirm with the Department of Labor to confirm. DD will send out Requests for Proposals with the current wage scales. DD stated that not all labor is subject to wages scales set by the Boston Union which can be 3 to 4 times the average wage. JH mentioned that the company brings a water supply and for larger jobs would have to leave to refill. He mentioned it would be easier if the company had access to water on site to avoid down time while the company left to refill. JH commented that the committee has come so far and as caretakers wants to start looking at each cemetery, excluding the historical ones, citing that some of the newer stones need attention, adding that one cemetery per year could be done. JH mentioned that the Parks Department does a great job. AB questioned if the Parks Department can do the job, adding that the Cemetery Committee could allocate funds to the Parks Department to cover the labor cost and the purchase of a power washer. DD stated his concerns about the delicacy of some stones and the actions of someone who is not familiar with doing the job. DD also mentioned that Eagle Scouts are often looking for projects. JH stated that in the past Boys Scouts lifted stones and cleaned with a soap solution. DD added that Girls Scouts did a similar project at Oak Hill before the Town took it over and stated they did a fantastic job. JH commented that he didn't want to burden the Parks Department and countered that a cost of \$1000 per year to maintain the stones, although not a priority is something that should be done. AB cautioned that if prevailing wage is a factor it would be expensive.

JH mentioned the condition of the cement around the columbariums. AB stated that Roland tried to clean it at one time but was not sure what chemical he used. JH added that he owns a buffer pad that is hooked to a power washer he uses to clean his driveway stating it looks immaculate. He commented that the surface of the cement at the columbarium is different than his driveway, saying it looked porous. DD stated the surface is intended to be slip preventative. JH suggested that he could bring up his equipment and try it; if it works, he could donate one. DD asked for the specs on the device so he could price it out.

Decoration Monitoring and notice of removal

DD showed the committee a draft notice and frame that can be placed on the grave instead of a mailing. DD commented that mailing would be ineffective because it would go out to people who maintain their graves or to those who don't maintain it because they may have passed. Unlike Europe where the deceased no longer own the grave, here the deceased still do. DD questioned who would be responsible for placing the notices, and who will follow up with the removal. JH asked the cost of the frames. DD responded the cost is small and there is money in the budget to purchase 20-30 more. AB commented that they are re-useable. DD re-iterated that the issue is with who will manage the notices and the follow-up; mentioned that the DPW is understaffed. He stated perhaps the Parks Department may have some extra guys in the Fall. DD discussed looking for the availability of Senior Tax Work off help. He cautioned that need for consistency which might not happen as seniors finish their hours and another comes in. AB commented that the seniors may not work because each will have their own idea of what is acceptable. DD countered that each would follow the regulations without exceptions, citing the need for rigid rules to avoid the over doing of decorations that are not maintained. JH mentioned the carnival atmosphere that over going decorations create. DD commented that other cemeteries may allow borders however those cemeteries cost more and have a bigger staff than Bellingham.

Cemetery Commission Agenda

Cemetery Account Status

JH reviewed the account status stating it will be attached to the meeting minutes and available on the website. DD stated the money readily available \$9,820 and \$4,300. Near the close of this fiscal year there was approximately to \$2000 which was used to purchase two (2) probes and four (4) weedwhackers for the Parks Department. DD stated that \$1500 could be transferred at Town Meeting when needed. JH stated \$9,821 in the gift account.

*AB motioned to purchase 30 signs using funds from the Operating account.
JH seconded the motion. The motion passed.*

Scott Cemetery

DD commented that penetrating radar project at this time is not cost effective. The company from New Jersey would be used only if needed for a full day.

JH read the sales and burial activity.

- Gravesite & Niche Sales, Activities, and Monuments

• Niche Purchases	Allard (1)
• Niche Interment	Allard (1)
• Grave Purchase	Choquet (2)
• Burials (Urn)	Kramarz (SC)
• Burials (Casket)	
• Monuments	

Discuss discount for DPW Worker (Bruce Choquet) Grave Site Purchase - wife just passed

DD discussed the waiver of cost of grave purchase as done in the past. The committee agreed that the waiver should continue. JH commented that many DPW workers have gone above and beyond on their own time.

*AB motioned to waive the fee of a grave site purchase and perpetual care for Bruce Choquet.
AB seconded. The motion passed.*

JH asked for additional comments, suggestions and/or concerns. None were given.

Schedule Next Meeting

The committee discussed the scheduling of the next meeting. DD mentioned that the Town Meeting will now be held in November which gives the committee time to bring issues up at that meeting.

AB motioned that the meeting be held on October 3, 2019 at 2:00 pm in the Arcand Meeting Room. JH seconded. The motion passed.

JH called to adjourn the meeting

AB motioned to adjourn until October 3. JH seconded. The motion passed.

12/26/2019

Bellingham Cemetery Committee
Meeting Minutes
October 3, 2019
Municipal Center Arcand Meeting Room

Members:

Francis Cartier (FC)	Chairman
Alan Bogan (AB)	Vice-Chairman
James Haughey (JH)	Member at Large (<i>absent</i>)

Attendee:

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

FC called the meeting to order.

Accept Minutes of July 11, 2019

FC stated he had the opportunity to read the minutes and has no questions, called for questions from the Vice-chairman. AB had no questions. FC asked for a vote to accept the minutes of July 11, 2019 as presented. The vote passed 2-0.

Engraving of Benches at Columbariums

Donation to allow engraving of existing bench (How Much \$800 purchase price) FC, continuing a conversation from April, stated he will readdress the cost of the benches with the families he had spoken to know that there is clarification of the cost. The cost is \$800 to purchase a bench. To memorialize the bench, the cost of the engraving is an additional cost to the applicant. The engraving is done by Ackerman Monument who does the engraving for the Town's niche doors. AB asked for clarification that the purchase is for a bench that is already (on site). FC confirmed. DD stated that there is no room for additional benches. FC mentioned that benches are in place in the rear, front & sides of Phase 1,2 and 3 that are available for families' needs. The bench at Phase 3, Tony Karakeian's bench is on reserve. That is the one that was questioned back in April. FC will contact the family with clarification on the bench itself.

BS asked if the engraving will be done through the DPW or by the applicant. FC stated that the it would be done through the DPW so that the Cemetery Committee can be approve the engraving in efforts to have control over the wordage. FC commented that the approval can be done outside of normal meetings with verbal authorization. AB commented that the original (Phenoff) bench was the committee bench; the family paid for the bench and the engraving. AB asked DD how much the engraving cost for the Karakeian bench. DD approximated \$250. FC commented that a bench is typically lower in cost than a monument. The committee discussed the cost of monuments which could run between \$2000-\$3000, depending on the granite used.

Cemetery Maintenance

Flat Marker Cleaning and Raising

FC turned the discussion to DD. DD stated that this discussion was originally spearheaded by JH who was not present. DD confirmed that Wage Scales do apply if we were to procure anyone outside of volunteerism or Town staff. The wage scale is somewhere around \$50 per hour. We can do a Request for

Proposals if desired. DD commented (the committee) may be better off pursuing volunteers; Boy/Girl Scouts, noting that it had been done. DD commented that someone will have to champion the program to make it happen with volunteers, stating that he does not have time to be the champion. DD suggested that the committee find someone and cautioned not to put the responsibility on a Senior Tax Work off volunteer because it is somewhat grueling work. FC added that he wouldn't put the responsibility on a Boy/Girl Scout, stating that adult supervision who be needed. DD added that the Scouts usually have supervision available but there is also a need to have someone to get the (project) going, get the tools needed and keep it going. DD mentioned Julie Thompson did a great job at the Oak Hill Cemetery before the Committee took it over; she probably took several hours into making sure it all came together to make it happen. FC mentioned the Committee used a local gentleman, Jay Rowe, who did repairs to stones in disarray. FC suggested the discussion is tabled to the next meeting when the all board members are present. FC commented that JH had spoken to a gentleman from Milford who was doing work in Milford. DD commented that JH had received pricing of \$5 per stone at Sacred Heart which is not municipal cemetery, so the rules of wage scale do not apply. FC commented that regarding (the gentleman from Milford) the conversation could possibly (lead) to donated time and prefers to table the discussion. DD agreed with donations, volunteers, but doesn't see (the use) of Town staff. DD mentioned it is getting harder to fill the positions for Summer help leaving the Parks Department with two or three open positions that couldn't be filled this year. FC asked if AB agreed to table the discussion then called for a vote to table the conversation until the December meeting. The vote passed 2-0.

Decoration Regulatory Change

The committee Borders Allowed? / Monitoring.

DD suggested this discussion be tabled until a full board is present, adding if a border is properly maintained and monitored then they don't pose a big problem. DD addressed the Committee saying if somebody sets a border then takes care of what is inside that border then the guys the mow and weed whack around it, it is fine. But once it goes into a state of disrepair the responsibility and requirement to maintain it become significant. Right now, they are not allowed by our regulations. Do we start pulling them out? We need to make a decision? At some point we should make a decision, but there has to be fairly strict rules. If somebody hasn't taken care (of the border) then after a year it is gone, we would just be able to say to them "we are sorry but you have to respect others; you can't have a grave site that you had looking really good all of a sudden not look very good at all." DD added that the Committee can't allow plantings, anything that will grow. AB mentioned shrubs that have grown so big that the stone isn't visible. FC mentioned that before AB joined the board, many shrubs were removed because they were encroaching onto the next family's lot; and the usability of the next lot. That is when we changed the regulations to control the environment. FC continued the discussion noting that this was an open discussion in April. FC viewed the cemeteries and feel people did take to heart what the Committee asked for; if they are going to have borders they have to take care of them, if they are not taking care of them they will be removed and not allowed. If they are taken care of, and some have done a wonderful job, it's going to stay that way. FC asked for a vote to table the discussion until a full board is present at the December meeting. The vote passed 2-0.

Decoration Control

Require stringent compliance with regulations

Management of compliance control and notice posting, tracking, & clean up

Approve of Draft Notice

FC commented that he thinks this discussion should be tabled until a full board is present in December. He mentioned that after the December meeting the cemeteries are closed for the Winter timeframe. He recollected that in '15 when the cemeteries were open in the Winter the committee had to buy a snow blower to maintain the grounds, especially by the columbarium. It wasn't feasible to maintain the grounds and not safe to have families in to have their final time.

AB commented that he wondered what Union Cemetery does as far as decorations adding that you don't see anything, but you go into our corner (Center Cemetery) and there (are many). DD suggested calling St Jean the Baptist cemetery for their regulations. FC stated he has (the regulations) - there are no plantings. Borders if maintained are allowed, once they are not maintained they are removed and not allowed to go back. FC spoke with the superintendent of the St Francis in Walpole, a Catholic cemetery, asking how they set their rules. He has a photo of the sign posting the notice. The notice is found in several places (throughout the cemetery) especially (posted) near the water. Because everyone goes to the water, they cannot say they didn't see the notice. AB added that it is a good place to put the notice. FC stated that he this discussion along with the photo will be on the next agenda. FC called for a vote to table the discussion. Vote passed 2-0

Scott Cemetery

DD commented that there is no update on the ground penetrating radar so did not include it in the agenda. There are no projects for the DPW coming up; the discussion will be pushed out to 2020.

Gravesite & Niche Sales, Activities, and Monuments Report

The Committee reviewed the cemetery activity.

• Niche Purchases	1 (Cinqmars)
• Niche Interment	
• Grave Purchase	
• Burials (Urn)	
• Burials (Casket)	1-(SC)-Choquet,, 1-(CC) - Stearns
• Monuments	

Schedule next meeting (December)

The Committee discussed scheduling the December meeting with emphasis on the holiday. FC asked for a motion to schedule the December 26 meeting at 2:00pm in the Arcand Meeting Room for our final meeting of 2019. AB motioned. FC seconded. Vote passed 2-0.

FC called for further discussion. No further discussion was added.

FC asked for a motion to adjourn at 2:28 pm. AB motioned. The vote passed at 2-0.

Meeting Adjourned.

7/1/2020

Bellingham Cemetery Committee
Meeting Minutes
December 26, 2019
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

FC opened the meeting at 2:00 pm. He extended the Committee's wishes for a happy holiday to our community.

Accept Minutes of October 3, 2019

FC requested time to review the minutes, asking for comments and questions. JH commented and apologized for not being present at the October meeting and asked if the past agenda items, such as the borders issue, will be discussed. FC confirmed that these issues will be part of the third bullet point. FC asked for questions or concerns regarding the minutes. With none received, FC asked for a motion to accept the minutes from October 3, 2019 as presented. JH stated he could not make a motion as he was not present at the October meeting.

AB motioned to accept the minutes. Of our last meeting. JH seconded. Motion passed 3-0

Cemetery Maintenance (All tabled from 10/3/2019 meeting)

Flat Marker Cleaning and Raising – Continued Info and discussion

The Committee discussed how to procure services. DD commented that (the options) are the Board would have to do it alone or use Town staff or volunteers. The tricky part is who is going to manage and inspect (the work). The DPW doesn't have the staff. JH asked what the contracted wage scale would be. DD answered approximately \$56.00 per hour. The hourly wage if the work is contracted out it is considered under wage scale; it doesn't matter if it is a dollar or a hundred-million-dollar contract. If you work for the Town and are not a Town employee or volunteer, you have to be paid the wage scale. If you are doing anything considered construction or repair, and this is considered construction. Mowing the grass is different, but that is not the issue here. Mowing the grass is considered maintenance, and this is construction. JH asked if this needs to be put out to bid. DD replied it doesn't have to go out to bid, but if we do put it out to bid, and a contractor comes out to do it we have to pay wage scale, or an individual, working absolutely by himself, never bringing in any helper, and paying themselves. It is more complicated than effectively it should be. It would be wonderful to bring in a couple of kids or Town staff, like the Parks help we get in the Summer, but we are having a hard time filling those positions over the last few years. There are not a wealth of kids out there looking to work like there has been in other years. Town employees, temporary employees it (wage scale) wouldn't apply. FC as long it is not a Town employee we can bring in outside staff as we have before when we did bench work in the center of Town, a Town resident by the name of Jay. If we found someone, a single person willing to come in to do this, we don't have to pay the \$56 per hour. FC will make a few phone calls to local stone companies to see if they have staff available to help us go forward, retired folks that help them during their prime time. This will give us an idea of what is available. DD added to bring these people in as part time employees. Any employee that will work for us has to pass a physical. FC questioned if (the physical) if it is done in a private way. DD clarified that if it is done in a private way it goes to wage scale. If someone is willing to come in to work for the Town, that can be

done, and the person must go for a pre-employment physical. We don't want someone on staff that would end up on workman's comp. FC mentioned hypothetically that the contractor who does our engraving of our monuments and other work, if they sub out to us. DD commented that they may be interested as they only have two (2) guys that do the work and they are both partners. That is viable and would avoid the wage scales. If they bring in any helpers, the helpers would have to be paid wage scale. FC commented that we have downtime before the gates are open giving us enough time to start investigating available ideas to share at our next meeting. FC asked for a motion to table this portion of the discussion until next meeting.

JH motioned to table the discussion until we can contact a couple of other people to work for us and maybe take it out of stipend to get it done because the stones that are markers can't be seen and need to be lifted up. He feels the stones will sink into the ground and won't be seen again, commenting there may be about 30 of them, which he will count again in the Spring to have more information for the April meeting. JH suggested the and FC make calls and possible invite them (contacts) to the next meeting.

AB seconded. Motion passed 3-0.

DD mentioned the possibility of offering the DPW staff overtime, which is still a higher rate. DD stressed the point that someone needs to manage it. The Committee would have to make sure there is an expectation if they were to be paid time and a half that a lot of work is done. JH asked what the minimum hour wage be. DD replied a four-hour contract, straight wage is over \$26, so it would be \$40 per hour; two guys and someone to oversee (the work) because if you are putting money out you want to make sure you get your money worth. FC cautioned that come of these monuments cannot be replaced. If any of these monuments are damaged because we are touching them, it becomes our responsibility. DD commented on a Town project repairing catch basins comparing Town workers to a contractor stating that employees can do a couple a day but the contractor with a crew who specialized in it can do much more a day. It is not known if there are many people who specialize in this work so it (the work) would need to be defined and might pursue putting it out with a wage scale. You might find someone who does this work. FC mentioned that JH brought up someone who does this work at Sacred Heart; asking him to bring up a conversation with that person and that FC would make some calls also. JH agreed that he would speak with that person and suggest he attend the next meeting. JH stated this person has the truck, equipment and crew and although works in a private cemetery may be available. FC asked if the Parks staff are part timers, DD answered that all the staff are part timers and seasonal employees. FC suggested that a discussion take place with Roland (Arcand) to see if his employees might be willing to work overtime. DD reiterated that this would require someone to oversee. AB asked if they (Parks employees) could use DPW equipment, like the pressure washer on the sewer jet that is self-contained. DD replied in the affirmative, cautioning that we wouldn't really want someone who isn't a Town employee using that equipment. The Committee discussed the use of a pressure washer. DD shared his concern that pressure washing monuments can cause damage. AB commented he would only use it on the newer stones. FC added that professionals use a chemical based cleanser. Once damaged nothing can be done (to repair). AB added that the pressure washer is powerful enough that a chemical cleaner wouldn't be needed. FC added that when engraving the stone, some use water and some use sandblaster, so it is the same thing as what a pressure washer could do. DD commented that he spoke with Julie who had Girl Scouts used brushes, soap and water. They could have easily had a volunteer use a power washer but you have to have someone experienced using a power washer so the stone isn't damaged. JH commented on the work he saw at Saint Mary's (cemetery); a 10-foot statue and the marker took less than 5 minutes (to clean). They wet it down and

applied a liquid cleaner and a gentle spray. Once they did the foot place, two men lifted the stone, brought it up a couple of inches and packed it down. It was like night and day, a new stone. DD added a contractor was set up to do it. The contractor who does it for private cemeteries and pays his guys \$14, \$15 to \$20 dollars is not going to pay (wage scale). JH stated he had a tank on the back of his truck, probably a \$50 thousand unit that was made for this work. JH announced he will give him a call. AB commented that it could be cleaned by hand with a plastic putty knife, wire brush and a bucket of soap and water but it would take a while. JH mentioned the Boy Scouts with an Eagle Scout project cleaned out one of the cemeteries. DD asked JH if he knows the person (contractor). JH replied that he was a classmate. DD suggested that JH ask him if he has a written scope of services he can provide. That would be the first step in procurement. It's not a value high enough that we have to bid it. May be able to contact one of two people, if higher numbers we contact three. JH stated he will request a list of services; mentioning that he plans on being around in July and August this year and will make time to get this done. FC asked if there is any other discussion.

Decoration Regulatory Change

The Committee discussed whether to allow Borders. FC showed a picture of a sign from a cemetery in Walpole. The sign posted in 4 to 6 locations and is quite stringent as to what is allowed and not allowed. He questioned the superintendent on a few items. The superintendent stated with the cooperation of the families if they maintain the border area the cemetery allows it. If the area is not maintained, it is removed and will not be allowed again because of maintenance purposes. FC mentioned that years ago our Committee allowed bushes and hedges, that was eliminated 20 years ago because of lack of maintenance; the plantings infringed on the bordering lots. This is a touchy area, as you all know, as some families understand (the reason for the rule) and some do not. It is a difficult time for all families to maintain if they only come once or twice in an entire year due to the celebration of a holiday or anniversary. It is fine to put something there, but the next time the grass is cut if it hasn't been maintained it must be removed. We are not up to being able to maintain everyone's lot; we do not have the manpower to do so. FC suggested the Committee comment on the sign choosing which feature they would like to present. He stated he would not want to duplicate the sign exactly but use it as food for thought for showing how much information they are extending out to the families that are involved in the use of the cemetery grounds. Everyone thinks because they bought a lot that they own the lot; they have the use of the lot but do not own the land. The Town owns the cemetery. DD noticed they effectively do not allow borders; no fencing, no rocks. FC pointed out that in the picture the stone has flowers to the right. DD countered that this was the planning area, and you can plant in the area with no edging, fencing, stones, but you can place in the planting area that is 12 inches out from the stone. It states planting area. DD stated he would not call this a border but instead defining a planting area. FC commented that St Jeans (cemetery) is stringent on what they allow but they do allow certain aspects however if it is not maintained they take it out and will not allow it to be left that way. Not everybody in the cemetery does these types of decorations. In center cemetery we went from no monuments, to a specific size monument to all monuments. Changes were made over time, but some families were not in the area so were unaware of the changes. Signage is important. The bulletin boards are in every cemetery but only in one location. If at Scott Cemetery, one went in the first entrance on Pulaski Blvd they wouldn't see it. DD added that several signs make perfect sense. Our regulations cover everything, and these signs are very specific. These are great signs. DD shared his concern that if we allow someone to put stones around the edge or puts up a fence and maintains it, we are allowing them to bend the rules. It must be this is the rule, and no is no. If not, you run into others complaining that someone had it (border) for six months and no one touched it. Another reason

is that it is subjective, and someone might think it looks fine. FC commented on Oak Hill Cemetery that we need to stand our ground because some families were putting up benches and bushes which pushed onto neighboring plots. The rules of the previous committee were different than the current committee.

FC stated that when he saw this sign, he spoke with the superintendent who stated he was in a similar situation as our committee. He works for the DPW but maintained a private cemetery. JH questioned if there is anything in the sign that can be improved on. FC asked if there is anything in our regulations that are not included on the sign. He would like to address the sign at the April meeting, place an order and have the signs come in prior to the Memorial Day weekend. JH mentioned he would like to make a motion to place an order now so that they would be installed by the April opening. AB mentioned he doesn't see anything about other decorations such as statues, plastic birds that the arms use. He would like to see that covered on the signs. JH added the rule of not sticking anything on the columbariums. FC added that the committee (should) think about this until the next meeting. DD concluded that maintenance is required and any disregards to maintenance will result in removal (of decorations).

FC commented that he also had a conversation with the superintendent (of St Jeans Cemetery) on how to go forward with columbariums. FC commented that this (sign) is for burials and we should have different signs for the columbariums. Everything is in the Rules and Regulations but if not posted then they will say they didn't read them or didn't see that part or misunderstood them. If it is in black and white like this, especially with decorations stuck leaving scotch tape to be removed. FC commented that was one of the biggest pet peeves removing scotch tape which left a mess. FC commented that the committee is not doing this to offend anyone but to make rules applicable to all. DD added lets get it right.

FC asked that the item be tabled for further discussion at the April meeting to give the committee enough time to get the ideas together. This will give enough time to have the signs up before the Memorial weekend, the cemeteries busiest time.

JH motioned to table this item to April for final decision on our rules and regulations that we might be able to add to the sign. AB seconded. Motion passed 3-0.

Decoration Control

JH motioned to table next bullet, Management of compliance control and notice posting, tracking, & clean up to the April meeting, combine it with the last motion, so we can do a final review.

AB seconded. The motion passed 3-0

Monitoring and Compliance

DD commented that the budget is being submitted now to start in July and he needs to know if he should add in part time help. FC added to the discussion about changing the Committee's stipends which should be addressed at the same time. DD recalled FC mentioning a salary position, but it didn't get put on the agenda. He commented that their job titles are Sextons but didn't understand the logistics in the committee's responsibilities in that regard. He added with the additional work that will be required would it be the worth requested addition in stipend as he is submitting the budget in the next three days. FC commented that years ago it was listed as Cemetery Committee and Sextons, the sextons used to take care of digging the graves and were paid individually over and above their stipend. It wasn't built into the \$1200 per year stipend. DD stated the committee is paid the same as other board members in Town. FC said yes up to a few years back when it started adding in more stipend with the Selectmen. Then the School Committee may have changed. JH asked what is the

total number of hours that Roland has someone to do our cemeteries. He suggested that we would supplement the Parks department. DD added that the trick with decoration control is that it is almost an executive decision. We cannot have the average Parks guy doing it, because if someone questions it, somebody higher up would have to be able to say he was directed to remove it. JH take a picture of the violation, then remove it. DD stated the committee needs to scope out the position. We need more onsite management than we have now.

FC commented that at the end of the last meeting a discussion was made on the changing of (the Committees) stipends because (committee member's) positions have changed. Now that Don's workload has increased, we are marking out the graves, selling the graves, so this is adding more to our table. I suggested changing our stipend. JH stated he has no problem with increasing stipends and mentioned he would donate his stipend to give to the other two because you two carry most of the work. FC replied that he is not asking him to do that. FC stated that the Town, after all these years in regards to the stipends, since we turned this into a whole different (operation) than it was 20 years ago when I was handed a box of paperwork; that to me (deserves) some kind of reciprocity because we are doing more than they were every doing. JH asked if there is a second in command at the parks department who maybe could take on the responsibility of delegating a worker for maintaining on average 10 hours a week. The funds could be taken out of the Committees stipend. AB commented that it may not fly with the DPW personnel. DD replied that there are returning Parks employees who are not officially second in command but in the Summer are busy. FC added that Roland would not allow Parks employees to meet with families during their work hours. DD commented that he (Roland) doesn't have enough staff to do his work, and to have offer it to them in overtime the Union (is going to say something). FC stated that as a small board and the amount that we must do per year of burials right now we can project but as time goes by the cemeteries are starting to be more active. DD requested what the Committee tell him what they want to be in the budget. He has it in as level and if you would like to request more it is the time to do it. AB would like to request more. Currently is it \$1200 per year for each board member. FC commented that we can't make the jump that the selectmen made, they received \$1000 and the chair and vice chair were getting \$1200 or \$1500, well that jumped to a whole different number. Then the board members jumped to a whole different number. FC is not requesting for that kind of jump. JH offered to take \$200 off, or all of it off because they (AB and FC) are doing the majority of the work. DD stated that would complicate things and suggested that the stipend could be for board members and the one or two members who act as sextons (would receive additional and separate stipends.) FC commented that we may not be the board in the future, would leave the stipends alone but feel there should be more for the Chair and Vice Chair because they are doing what is needed that Don's staff used to do. DD added that if the Chair and Vice Chair are willing to take on additional responsibilities for their pay that is an excellent argument. FC asked AB if he is comfortable for \$500 each and \$200 for the Member at Large. AB added that JH does a lot of leg work. The committee can change in a very short of time (frame) and we need to look (at this) realistically because new members might not come into it for that kind of money. DD agreed stating that unless someone has a real heart for it and is willing to give their time away, you must put in place some means where you get people interested; and money is means. The committee discussed a tiered 600-400-200 increase and 400 for each. JH questioned if there could be funds put in Roland's account. DD answered that it would be in the Cemetery accounts. JH asked how much part time staff would receive; \$15 or \$20. DD asked what the Parks staff make; BS replied that Parks staff get anywhere from \$12 to \$15 and George, second in command, gets \$21. FC stated that 600-400-200 plan is a \$1200 increase to the Town; \$400 each is \$1600. AB motioned that we ask the Finance Committee to go 400-400 -400 across the board increase. JH will not second. He stated he would

rather take nothing than take an increase in stipend. I do this because I want to do it, I started because of the deplorable conditions and I take pride with you and everyone on the team before on what we have accomplished. I know I have worked here for 35 years for the Town one way or the other. I will volunteer my money, that's how I feel. It's a stipend. I am happy with my pay. Take my pay do whatever you want with it, but I cannot not second this. I don't begrudge you guys carry the load. FC stated he will second this for discussion. In regards with your discussion that you opened up with, for you not to receive your stipend, I have to be straight forward with you, it is not fair to you and it is not fair for the future members as they come forward. If we don't go forward, you and I have been doing this for 20 years together, and I was doing it 10 years before you, so I am coming up to almost 30 years for the same expenses; and the workload is probably 10-fold. I can just tell you that the dollar value for what we are doing is appropriate. We are not asking for thousands more, we are just asking for a short amount more to offset the workload that has been put on to our back on to our members that we weren't having to do before. DD interjected stating there is nothing to prevent anyone of you from giving a gift to the cemetery. You get your stipend give it back and it goes to the gift fund. As FC saying, you don't want to tie something down. You are in this position and in this position, you are very comfortable volunteering, the next guy who has this position should have the choice to donate to a gift. You make an excellent argument more of a stipend makes sense. I am certain some members in years past have foregone their stipend. That would complicate matters because they are paid out of a salary and the money can't be spent it just goes back to the general fund. It doesn't stop anyone or anyone at large to give \$1000-\$1500 to the Cemetery committee, it goes into the gift fund and then it will probably go towards our future columbarium or gravestone improvement. FC asked if there is any more discussion before calling for the vote. AB recalled the last motion. JH seconded the motion. The motion passed 3-0.

JH asked to continue to discussion on hourly part time workers. He calculated Summer workers come in from April through to September, six months at \$20 per hour for 24 weeks is \$5000. DD corrected that it is only 3 months, because you get them when school is out; beginning of June to mid-August. DD stated that he has no problem petitioning for that, however the problem that you must be aware of is Roland tries to hire a bunch of guys with the funding through Stormwater, through Parks and can't fill it. You must be aware that appropriating the funding doesn't mean we get staff to do it. FC added that putting this motion on the floor and Don going to the Town doesn't mean that we are going to get it. DD asked what he should put in the budget; a line item for part time help makes absolute sense. An increase in your stipend; you guys have been doing it for 25-30 years at the same rate. Now not looking at it as you, how many other people sit in the same position and don't get a bunch more. Just look at it that way. But you don't have to. Jim you would do the whole thing as a volunteer but the doesn't mean next person in your seat would. JH stated that in his will there is something for the Town and the it is for the cemetery. Maybe we will see roads or grass.

JH motioned that for \$5000 for part time employee from May to September, to be dedicated to 20-25 hours for management of cemetery to take a load off of Roland Arcand. AB seconded for discussion. AB asked Don if we can do it. DD replied that we can ask for anything, it doesn't make sense to come up with an unreasonable request, but this doesn't sound unreasonable to me. FC commented on the \$5000 position that we still must oversee, stating if we are going to spend that kind of money and ask the Town (for the funds), I would rather see (it go to) us as members, who are doing this to begin with and are still going to have to go and do it again. DD added that person needs to be effectively the manager of the cemetery. We brief him on what we expect; he helps with some of the clean up stuff and the parks guys still do the mowing. FC stated we can add a new motion to

appoint a new member which will be me. I will just step off the board, I don't have a problem with that, adding I'm not going to have someone get that kind of money and we still must oversee him. That's the problem. To start training someone for all these years to start taking care of the cemetery needs and requests and to meet with the families, I would rather just step back and go back to civilian life. I put too much hard work and effort in trying to get these cemeteries going forward to have someone step in not knowing who you are going to get, they might sound good. JH added that it is a part time position, if (the new member) doesn't work out he won't make a career out of it. He doesn't have security, if you don't like the guy, he doesn't seem to work out, get someone else. AB questioned whose equipment would they use. JH stated he would be under the Parks department who cuts the grass and maintains the cemeteries. (Parks dept) does a decent job for the amount of hours, (with) all the fields and playgrounds they have (to take care of) in this Town. We have more parks coming up and it benefits the Town. Look what we've done. We didn't have roads, we didn't have water, we couldn't see the stones. Columbariums, I didn't even know what a columbarium was until you mentioned it Francis. I don't mean not do this, but I would just like to see Roland, if he can get someone for \$5000, for a part-time position (to be) paid for 20 or 21 hours, and is a dedicated (position), adding maybe he's going to help pick up some trash in the fields on his way (or) waiting (for the) lawn to be cut. FC questioned the funds needed citing the discussion went from \$1600 or 1200 request to a \$5000 request for a part-time position. We are a full-time position asking for 1600 or 1200 depending on how it is presented versus \$5000 as a part-time position. Who is going to oversee this person? DD answered (the position) would be under Roland. The summertime work schedule is about 400 hours, so at \$12 per hour that is the \$5000. Somebody wouldn't be given \$5000; somebody would be paid an hourly rate that Roland would track. AB asked where would the money come from? DD replied the General Fund to which AB asked our account? DD answered that the cemetery budget is out of the general fund; taxation generates the funds. FC questioned if we go line item it would eventually come out of our budget. DD replied the budget is \$7900 with the stuff we have; we haven't changed it 100 years. DD explained how the budgeting request works, citing right now, \$3600 is the only salary (paid out as) stipends. (We would) add another line item for salaries. This is the time you ask for more money; this is the time we are putting in a zero-based budget. If you think you need X, you ask for X. If (Finance committee) says no, they (may) say take some money out of cemetery receipts. (Although) they haven't (require this) before it doesn't mean that they won't. AB added it wouldn't take long to eat up everything we have, which is not sustainable and that is why they have never asked before. DD continued his explanation stating that is more of a stabilization fund. If (receipts) go up to \$10,000, and (The Town) has a tough year, but cemetery committee sold a lot of graves this year, (The Town may say) let's fund a bit of that out of cemetery receipts. It hasn't come up before, once the Town collects fund, the Town meeting can do whatever they want.

FC asked if there is further discussion. FC called for the vote for a \$5000 part-time employee to be managed by parks and Rec to be paid under cemetery. AB asked if we went with this (plan) do we have to use it, clarifying that we ask for the money and they give it to us, and then we turn around and say this might not a good deal. AB added but at least we have it there is we wanted it, but we don't have to do it. DD replied that the funds do not have to use it, cautioning if you don't ask for it now, you won't have it.

JH stated that he loves the fire dept, the police department, all departments and added that (the Committee) hasn't asked for one thing in ten or 15 years. FC added he is not saying the Town is loaded with money but is doing well. Not as hard up as in past years. He feels if we put this \$5000 in

to categorize it under the salaries for cemeteries, it gives who ever oversees the cemeteries, who is underneath the DPW, the discretion to higher a person to be dedicated for the cemetery for those hours.

FC stated that JH will have to reword your motion. JH motioned that we included a line item in the cemetery budget for \$5000 for salary of part-time staff. FC asked if JH would entertain to put it as \$5000 for payment or stipend, adding (the Committee's) stipend is still underneath the same line item. JH stated he must go with salary because the salary is 70 percent of the budget, then benefits (add) costs and materials. I ask that we put something in there so Don or whoever is in charge can say I can allocate some money to get some work done. You don't have to spend the pot, but if you don't. JH explained his reasoning: One year I had one hundred left in the salary account the following year I had nothing left in the salary account. I learned I didn't get a refund to the department. Guess what, I spent every penny. There were other departments here, not saying the fire department, but other departments that every year that turned back money for 20 years where the men could have utilized it for extra training. Never went for it. I think it's time to come in to the 21st century and do a line item, we haven't had one, to dedicate it and get the relief for Don, or whoever oversees the DPW or the Parks department. That (would be) my motion. AB questioned at \$5000 what the pay per hour would be, adding it would have to be at least \$20 an hour. DD replied that (the funds) are for Summer work, not working full time, adding about 300 hours spent (on cemetery work) at \$15 per hour. FC stated again that his biggest concern with this whole aspect that someone would have to oversee these people through our board which we are doing still more work again. DD commented that he would expect (the funds) to be that paying this guy to oversee to make the call about the decorations. The Parks crew would not be making any decisions. FC commented that if someone wanted to challenge the decision not made by the cemetery committee, the people are not going to listen. What makes sense is zero based budgeting, Roland tells us the Parks spent 50 hours with lawn mowers and so forth and there for the cemetery budget should pay that part of the Park's activity. They are not going to do because it is all out of the general funds. This is a situation where the shortfall that I feel we have is having people out there making those management decisions. A person says that looks like it is too much, he takes a picture and sends it to one of you to the committee to make the decision. It prevents one of you guys from having to be out there. FC added that this is the same person who will get a call from Barbara in the middle of the afternoon saying a family wants to go out and choose a grave. They are going to have to leave whatever they are doing. DD added he is not convinced that this is a job for a kid, but there are also retired people who work the tax right off (program). DD commentined on paying someone \$15 an hour to walk the cemetery once a week, take buyers to cemeteries to show grave sites, and to learn the system, seeing it as more than part-time position, but not for a kid. DD believes it is a position someone would be interested in. JH added at least it we would have the line item. DD agreed stating at this point that is what is at matter, adding that we can hash out what the position involves.

FC asked for the motion to be seconded. The motion was not seconded. The motion failed.

FC asked if there is any other item to be brought up. JH stated that he received several complaints that people had to walk into the cemetery. He explained that the issues of liability, maintenance, people slipping and falling but found a lot of people didn't want to hear it. He is sure that Mr Fraine might have received some complaints. FC asked if this happened about three weeks ago. JH replied that it was the week of Christmas. FC addressed the public by stating that we had over a foot of snow on the ground at the beginning of this month. (The Committee) chose to close the gates because if someone went in and got stuck, we would have to get equipment in to get them out, it would have destroyed (the area). JH continued by stating he also explained the potential damage (to callers) but people were not

happy. Addressing the public, JH said he was sorry I couldn't make you happy, but you don't always get what you want. We are thinking about the Town, the liability and the cost. I believe (that) until we get pavement, which you're not going to see in that place, no one is allowed to use (the cemetery in Winter) I am sorry some of people feel that way, but I strongly feel that is why we have these rules and regulations. FC quoted the rules and regulations were that the gates were going to be closed on December 30/31 and not reopen until April 1st. Unfortunately, Mother Nature brought us back to back to back storms that realistically had over 17 inches of snow between the three storms together on the ground that froze. There was no way were going to take the opportunity. This all just melted within the last week and a half. The grounds would have trenched out and got (visitors would have been) stuck. I called Al and he said it was crazy out here. JH mentioned that his wife fell on the ice. I tried to explain that we are not going to open to liability.

AB motioned to increase the stipend of the chairman and vice chairman by \$400 a year. FC calls for it to be seconded. FC Seconds for discussion. AB stated that \$400 isn't going to break the Town. We do a lot of leg work. If it flies it flies, if it doesn't, I will deal with it. FC stated this would make an 800 difference and asked AB for his thoughts. JH declined stating nothing has changed. He thanks the chairman for asking, thanking the board adding he thinks they deserve, will not saying anything against it and have no problem with it but will not second the motion because I feel I could volunteer. *AB withdraws the motion. The motion was withdrawn.*

Discuss engraving on a monument – BS commented that Gerald Dyer came into the office to speak with her. His wife is interred in a cemetery in another Town, he purchased a grave in Scott Cemetery. He would like to have something with his wife's name on his gravestone. FC confirmed that he has the right to (do this). The committee discussed the engraving does not reflect that someone is in the grave until our records are deeded that way. DD would recommend that he not to put her date of birth/date of death. FC countered that it wouldn't make a difference. AB suggested notes in the database, which DD confirmed. FC asked BS to reach out to Mr. Dyer.

- Gravesite & Niche Sales, Activities, and Monuments Report

• Niche Purchases	1 – Morrell, 1 - Murzycki
• Niche Interment	
• Grave Purchase	1 (SC) – Wentworth
• Burials (Urn)	
• Burials (Casket)	1 (SC) – Baglini (Wentworth)
• Monuments	

Schedule Next Meeting (April 2020)

The committee discussed the date of the next meeting. AB motioned to hold the next meeting for April 16 at 2:00 pm in the Arcand meeting room. JH seconded. The motion passed 3-0.

FC adjourned the meeting at 3:25pm.

