

**Cemetery Commissioners
Town Hall (and on zoom)
Meeting Minutes December 4, 2020**

Present; Marion Loring, Earl Moffatt, and Curt Wilton (staff liaison)

Marion opened the meeting @ 9:04am.

Update on maintenance, repairs, and tree budgets:

Curt gave an update on the budget for repairs. The original budget was \$16,000, \$7200 has been spent and there is a \$8800 balance left at this time. He will be asking Rich Atwood to help with some repairs and teach Curt's crew how do them as well. Curt suggested that they may need to include a salary for additional help that could be shared with different departments. Curt will develop a plan for additional help.

The maintenance budget started with \$33000, mowing budget is \$12000, \$651.90 was spent on new signs and fall clean up bill will be around \$1200, leaving around \$20348 to spend by June 30, 2021 for equipment and maintenance.

The tree budget was set at \$14000, spent to date; \$3200 for 3 tree removals in February, \$11600 spent for 6 tree removals in October. There was storm damage that needed clean up in October which cost about \$3400. This makes the tree budget, over budget at this time by \$1000.

Curt stated the cemeteries are in good shape and Mary has reported that she has not heard of any complaints. The residents have commented on how good the cemeteries look and the quality of mowing work has improved.

Earl suggested asking Bob Filieault if he could spare some of his employees to do extra work on the cemeteries instead of hiring a new employee for the Town. The issue was discussed to add this to Bob's original contract and pay the workers at an hourly rate for the extra work. Earl made a motion to allow Curt to have this discussion with the contractor, Bob, for extra hours. Marion seconded and all were in favor.

FY22 Budget:

Earl felt the operating budget was in good shape. Curt discussed creating a capital budget for the cemeteries for possible road improvements, fencing and signage in West Center and resealing on the road at Village cemetery. Marion also suggested a clean up of the buildings with new doors and paint.

Board Speak:

Earl discussed an issue with deeds to cemetery plots. He said that he is unable to locate copies of most of the deeds. He had a family ask about a copy for family members that he could not find, however, some family members are already buried there so he knows they have a deed somewhere. HE asked the Board for permission to create a deed for this family at no cost to them. Marion agreed. Earl will create it and get it approved at the next meeting so he can mail it to the family. Marie suggested that once the restrictions of COVID are removed, she will see if a high school student would like to do a type of internship at Town Hall and have them create an excel spreadsheet to keep track of all the cemetery deeds. The Board felt this was a good idea.

Citizen Speak Time:

No citizen's present

Next meeting:

The next meeting will be on Friday, January 8, 2021 @ 9am.

Other Business:

None

Earl made a motion to adjourn @ 9:47 am, Marion seconded and all were in favor.

Respectfully submitted,
Marie Ryan