Cemetery Commissioners

MINUTES OF MEETING: Thursday, June 13, 2019 Cemetery Building, 7 New Estate Road. Meeting called to order at 7:00 p.m.

Present: Carolyn Mueller, Andrew Sammarco, Janet Sullivan, Supt. Thomas Bailey

Administrative/Member Updates:

Andrew Sammarco reported that Fannin & Lehner are wrapping up their work at the Old Burying Ground for the second phase of restoration. Supt. Bailey will have the water turned off when they are done.

Meeting Minutes

Minutes for the May 30, 2019 meeting had been previously distributed to the committee by Carolyn Mueller. Andrew Sammarco made a motion to approve the meeting minutes as amended, Janet Sullivan seconded the motion. Motion passed 3-0.

Memorandum of Understanding:

Andrew Sammarco sent a letter to the Board of Selectman stating that we would like to rescind the MOU and move the supervision of the cemetery operations back to the Cemetery Commission from the Department of Public Works. As of our meeting, he had not received any feedback. Mr. Sammarco will now request that we be added to a future BOS agenda to discuss and have the agreement formally terminated.

Superintendent’s Updates:

Since our May 30 meeting, there have been four more interments: one full burial and three cremations. There has been one inquiry about the columbarium from out of town and the interested party is coming to look at it.

Mr. Bailey’s review is due by the end of June. In light of ending the MOU, the Cemetery Commission will conduct his review. Mr. Sammarco was designated to carry this out.
Future Cemetery Expansion Layouts:

Mr. Sammarco will request to be put on the BOS agenda to discuss the expansion and set up a site walk if desired.

Annual Departmental Fund Transfers:

We have learned that the Cemetery Commissioners need to be more cognizant of adding to the Perpetual Care Trust Fund. In past years, little or no funds were transferred and it was being stretched thin. Last year, $65,000 was transferred to stabilize the account. After discussion, we decided to instruct the treasurer’s office to transfer $20,000. Minutes will be sent to Steve Venuti as authorization for the transfer.

Andrew Sammarco made a motion to transfer $20,000 from the Cemetery Revolving Funds to the Perpetual Care Trust Fund during this accounting cycle. The motion was seconded by Janet Sullivan and the motion passed, unanimously, 3-0.

Updating of Cemetery Rules and Regulations: - no business discussed

Meeting adjourned 7:57 p.m.

Respectfully submitted,

Carolyn Mueller

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