

WILLIAMSTOWN CEMETERY COMMISSION

September 28, 2017
Minutes

Present: John Perkins, CH, Susan Lyons, John Taylor, Matt Couillard, Orvil Lasell, and Joe Mangan,

The Meeting was called to order at 7:10 P.M.

Minutes: Minutes from the August 24, 2017 Meeting were reviewed and corrections noted. Suggestion to re-type with corrections and bring to October 26 meeting.

Budget Status Report: September 26th Budget Status Report presented.

Warrants: A warrant for Joe/Kirkyard Services for September in the amount of \$3,187.50 was received and 3 signatures noted. Also included was an Invoice for a total of \$360.00 for Burial of Ashes for Lori Bailey and 4 corner posts installed for Wesley Emmons in West Hill Cem. Check given to Joe at this meeting.

Income: No income noted.

New Business:

Susan L. I called Granite Industries of VT for a price quote for a granite flat for Charles H. Woolcut's missing/broken stone in the Village Cemetery. I was given an estimated quote of \$175.00 for a 2' x 1' x 4" thick flat with a 1" polished border and frost off center so the names will stand out. I spoke with Jeff Martel.

Discussion followed – thoughts were that the price was a little high. Suggestion was made to re-check for pricing for a marker with a “sawed faced”, sand blasted and black litho on the letters. Could also ask about “government line” work. Check pricing with another granite company also.

Orvil L. Have we received an invoice from Lisa Ginett on the plotting job yet?

Susan L. Not on the plotting yet. We have received two invoices from Lisa – one in the amount of \$341.19 for the lot markers, bolts, and engraving. The second invoice is for \$421.44 for the underground locating of water lines. Original price quoted was for \$600.00.

Discussion followed on the results and location of the pipes. Would like to see a report on the job. Joe will check into this.

John P. More research needed on the water lines – check the Bids again.

Orvil L. Motion made to pay the \$421.44 bill. 2nd by Matt C.

John T. Motion made to pay the invoice for \$341.19 for the plotting supplies. 2nd by Matt C.

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- John P. Asked Joe for his report.
- Joe M. Ed Farnham will bring a load of sand to the East Hill Cemetery at no charge. Topsoil is \$20/yard and the town could truck it in.
- John P. Using 4" of topsoil on top of the sand.
- Joe M. I checked into the price of renting a skid steer loader to go in between the rows - \$180.00/day and we would need it for 1-2 days to do the work.
- John P. The Town will bill us the \$20.00/yard for topsoil and will truck it at no charge.
- Joe M. We could use in 2 or 3 loads and dump in different spots. I can meet them up there to direct them where to dump. Will start with 1-2 loads. I'll call Ed Farnham.
- John P. We will need a motion to have Joe work with the Town to have the sand delivered. What will you charge per hour to do this?
- Joe M. \$25.00/hour.
- John P. So roughly it would be the rental for two days - \$360.00 and the hours – 16 hours at \$400.00 for an estimated \$760.00.
- Susan L. I make the Motion to spend up to \$1,000 in the East Hill Cemetery to fill in the sags with sand.
- John T. 2nd the Motion.
- John P. Motion carried.
Depending on when it is finished, we can put topsoil on and seed it in the Fall or in the Spring.
- John P. Cemetery Lot Sales under Income = \$3,945.00. Do a line item for Expenses – Cemetery Lot Sales for Perpetual Care.
- Orvil L. Don't be specific that it comes from Lot Sales.
- John T. It shows as a Cemetery Fund line item under Expenses. Do we want to put a specific amount in there?
- Discussion followed.

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John P. Going over the new proposed Budget of \$48,400 line by line. Under Expenses I have added \$500 under Fence Repair for a fence in East Hill Cemetery.

Joe's contract for last year was \$25,500. His new quote is \$29,500. I put down \$30,000 as an estimate only.

Orvil L. Have your burial prices changed?

Joe M. For Cremation – Weekdays it is \$325.00 – I have increased mine to \$250.00 so the Commission will get \$75.00. (This will need to start going in to Burial Services, Item #001-7-03-40.00.) (Joe will give us his new figures.) I will have someone do the digging for next year. Fred Blanchard has done this in the past and he does bill the Town so will check with Fred first.

John P. Your contract does say that the groundskeeper is responsible for cutting the sod, etc.

Joe M. I will mark the site at no charge and remove the sod.

_____ Motion to give to Jackie Higgins, Town Mgr., our proposed Budget for 2017-2018. We are approving this Budget to be forwarded to the Select Board.

2nd by Matt C. Motion passed.

Joe M. I will mow at least one more time.

The cemeteries should be done for Veteran's Day.

Orvil L. Do we have a motion on Joe's new Bid for \$29,500. Brookfield charges \$500 to dig and fill in the graves.

Joe M. Question about ordering locks for the cemeteries. (The board agreed that Joe could go ahead and order them with a separate key needed for the shed in Village. Bill the Cemetery Commission.)
On the Price List - - can the \$90 be deleted on the required 4 corner posts?

Discussion - - We can price at market cost as needed. Check with some of the sheds for pricing - - also some of them will deliver to the cemetery.

John P. Any more business? No - - we need a motion to adjourn.

Susan L. Move to adjourn – 2nd by Matt C.

MEETING ADJOURNED AT 8:40 P.M.

NEXT MEETING: October 26, 2017
