

# WILLIAMSTOWN CEMETERY COMMISSION

October 26, 2017  
Minutes

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

The Meeting was called to order at 7:05 P.M.

**Minutes:** The revised Minutes from the August 24, 2017 Meeting were reviewed. John T. moved to accept the revised minutes. 2<sup>nd</sup> by Matt C. Minutes from the Sept. 28 Meeting were reviewed and approved with changes noted. Moved to accept with changes made by John T., 2<sup>nd</sup> by Matt C.

**Budget Status Report:** October 23rd Budget Status Report presented. Also presented was the Previous Year Budget Status Report (7-1-2016 – 6-30-2017). Monies were transferred to the Trustee of Public Funds in the amount of \$6,743.32.

**Warrants:** A warrant for Joe/Kirkyard Services for October in the amount of \$3,187.50 was received and 3 signatures noted. Check given to Joe at this meeting.

**Income:** No income noted.

## **New Business:**

Susan L. Handed out a draft copy of Kirkyard Services contract for 2018. We went over Joe's contract and new prices – copy of same in the Minutes Book.

Orvil L. Motion to approve the drafted contract with changes for the year 2018 and contract to come to the November Meeting for signatures with the new amounts noted. See attached copy on file.

Susan L. Handed out copies of Marshfield Tree Service estimate for removal of Maple tree in the East Hill Cemetery.

Suggestion to get another one or two estimates. Decision to hold on this until the next meeting.

John P. Veteran's Day is on November 11<sup>th</sup> - - discussed setting a date and time to pick up the flags in all the cemeteries. Date set for Saturday, Nov. 18<sup>th</sup> at 9 A.M. and will meet in the Village Cemetery. We could also meet at this time to bring the bids for the tree removal in East Hill. This special meeting will need to be warned in three spots in town.

Susan L. I will take care of this.

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- John P. Looking at the Previous Year Budget Report a total of \$6743.32 was transferred to the Trustee of Public Funds. The figures used – looking under Expenses - Lot Sales Reserve, \$3945.00 plus Burial Services Reserve, \$2798.32 = \$6743.32. These dollars should be going into Perpetual Care every year.
- Susan L. I have the bill from Lisa Ginett – Sunwise Surveying – for the completed work done in the Village Cemetery. Total is \$2,735.00. All approved the bill – Warrant was signed. Check will be mailed out.
- John P. Asked Joe for his report.
- Joe M. Concerned about the leaves in the cemeteries - - what are our expectations for taking care of them? I can mulch as much as possible. Might have to mow one more time.
- Discussion followed.
- John P. Veteran's Day is coming up and the cemeteries should be looking good.
- Susan L. I have a new quote from GIV - \$147.00 - for the replacement grass marker for Charles Woolcut. Checked with a few other Granite Companies and GIV was the least expensive. It was agreed to place the order with GIV and to ask for a proof first.
- Walking through East Hill Cemetery - - there are a lot of stones that need to be fixed or replaced.
- Joe M. I could do some this Fall. Cost to straighten with one break would be \$110.00, with two breaks \$150.00.
- John P. Do we have a Motion to straighten 40 Monuments in East Hill this Fall. Discussion followed. Set a dollar limit.
- Susan L. I will make the Motion to have 40 Monuments in East Hill Cemetery straightened this Fall with a limit of \$1,600.00. 2<sup>nd</sup> by Matt C. Approved
- John P. Any other Old/New Business?
- Joe M. I still need to order the new locks.
- John T. Ask Don Angolano to make the changes on the Website for the Nov. 30<sup>th</sup> meeting as it is not on the 4<sup>th</sup> Thursday and also the special meeting on Nov. 18<sup>th</sup> to pick up the Flags and make a decision on the removal of the tree in East Hill.

John T.      Move to adjourn – 2<sup>nd</sup> by Matt C.

MEETING ADJOURNED AT 8:20 P.M.

NEXT MEETING: November 30, 2017

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