

WILLIAMSTOWN CEMETERY COMMISSION

March 24, 2022 * * Minutes - Draft

Present: John Perkins CH, Susan Lyons, Daphne Herwig, Orvil Lasell, Matt Couillard

The Meeting was called to order at 7:00 P.M. at the Town Office.

Minutes: Minutes from Feb. 24, 2022 were reviewed. Motion made by Daphne H. to accept as written with correction in spelling noted. 2nd by Matt C. Minutes were approved.

Budget Status Report: Budget Status Report for 02/18/2022 was presented.

Warrants: None to report

Income: \$450.00/H. Carrier Burial (This was not included in the 2/18/2022 Budget Status Report.)

New Business:

John P. We received a letter from the Town Manager regarding the management of the appropriation of funds approved at the Town Meeting held on March 1, 2022 for the Cemetery. They have offered us two Options going forward. Discussion followed.

Daphne H. Made the Motion to go with Option #1, 2nd by Matt C. All in favor and approved.

Option #1: Would you like the Town Treasurer to continue paying accounts payable, payroll, etc. and continue to keep records for you. Setting up a separate chart of accounts and checking account in order to do so.

John P. Does the Auditor due the Cemetery's also?

Orvil L. Yes – the Auditor for the Town does all the accounts now.
Question – Our Fiscal Year starts the first of July. We normally get our money by the 15th of November. Will we have the funds to cover our expenses?

Susan L. Daphne was also concerned about this and I spoke with Jackie Higgins about this and she assured me that we would be covered.
I will also let Jackie know our decision regarding the management of our funds.

Orvil L. We need to discuss the re-organization of our committee.

John P. Yes - - I would like an Assistant Chair or for someone to take the Chair position. It's going to be a busy year for me with home renovations and I would like the help.

Daphne H. We need someone younger and I'd like to nominate Matt C.

Matt C. I will give it a try as Assistant Chair.

Daphne H. I will make the Motion to have Matt C. be the Assistant Chair, 2nd by John P. All in favor and approved. Thank you Matt.

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Other/Old Business:

- John P. I was checking into pricing a solar light for the top of the flagpole in the Village Cemetery and am wondering what the size of the top of the pole is. There are three sizes available. Discussion followed - - best plan would be to lay the pole down. It needs to be re-painted also.
- Susan L. Woodchuck issue in the Village Cemetery still needs to be taken care of. Discussion followed on this - - good time to do it is in the spring before the cemetery opens. Damage around the holes will need to be fixed also.
- John P. We will notify Joe about our next meeting – April 28th. Would like to have a report on any damage found in the cemeteries.
- John P. Any other business? None - -
- Susan L. I'll make the Motion to adjourn this meeting - - 2nd by Matt C.

MEETING ADJOURNED AT 7:45 P.M.

NEXT MEETING: April 28, 2022
