

REGULAR MEETING OF THE CEMETERY COMMISSION JANUARY 10, 2019

Meeting of the Cemetery Commission was held in the office of the DPW 50 Manca Drive on Thursday, January 10, 2019.

Members Present: John Awdycki Chairman; Brian LaRoche; Ludgar Robichaud; Denise Merriam Administrative Assistant

Attendees: Dean Meunier Foreman, Dane Arnold was absent

CALL TO ORDER

Chairperson, John Awdycki called the meeting to order at 7:45 am.

OPEN MEETING RECORDING

ANNOUNCEMENT – any person may make a video or audio recording of an open session of a meeting, or may transmit the meeting through any medium, subject to reasonable requirements of the chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. Any person intending to make such recording shall notify the chair forthwith. All Documents referenced or used during the meeting must be submitted in duplicate to the Secretary of the Committee, pursuant to the Open Meeting and Public Records Law. All documents shall become part of the official record of the meeting. There was no one present taping the meeting.

ACCEPTANCE OF MINUTES

Motion made by Ludgar Robichaud second by Brian LaRoche to accept the minutes of the October 4, 2018 meeting as written. All in favor motion carries.

ORDINANCES, GENERAL LAWS, AND SPECIAL ACTS

John informed other committee members that he attended the Public Service Committee meeting to discuss the Municipal Grounds Committee and the Band Stand Committee. The City Council wants the Cemetery Committee to oversee the Bandstand concerts and funds. I do not believe that this falls under the Cemetery Commission. There is a Rec. Dept. with the Part-time Athletic Director Dane and I feel this should fall under him. There is an ordinance in place for the Municipal Grounds Commission that would fall under Dane but nothing has been done since the conversion of the Municipal Grounds and DPW. All we do is sign deeds and look after finances. Brian stated sworn in said Cemetery only. Ludgar stated the Bandstand Committee was always volunteers and all meetings were separate from Municipal Grounds, Mike went as volunteer. Ludgar asked what the problem was? Council wants you to take over the bandstand. Brian stated have them put something together stating what we would be responsible for and any rules or regulations we can take a look at it.

CORRESPONDENCE

FINANCIAL STATEMENT: REPORTS FROM AUDITOR

Informed the Committee that a lawn mower was purchased but has not come in yet. Brian thought we had to approve all expenses in advance. John does not feel they have to approve expenses in advance from the interest account if they are just for normal work and purchases. Motion made by Ludgar Robichaud second by Brian LaRoche to accept the financial statement, all in favor motion carries.

STATUS OF FACILITIES

Dean: We have charges for doing graves and now that we do them all year should maybe look at having a charge for frost.

Sold large lot at Crystal Lake after moving monument, just need to get the rest of the trees down. Will be fixing stones during the winter months. Epoxy we use is working well. Ludgar asked if it dried clear, Dean no white.

REPORTS FROM DEPARTMENT HEAD UNDER COMMITTEE'S JURISDICTION

Dean: Building at Crystal Lake will be coming down, we are disconnecting the phone, cancelling oil deliveries.

We have a lot of repairs to do from all the rain we had last year.

Computerization is getting closer, need to get a tablet so when I'm on the road I can pull up information and sell lots.

The next meeting scheduled for April 4, 2019 at 7:45 am.

Motion made by Brian LaRoche second by Ludgar Robichaud to adjourn the meeting at 8:45 am all in favor, motion carries.

Respectfully submitted:

Denise M. Merriam, Administrative Assistant

All documentation mentioned at the meeting may be viewed at the DPW Office at 50 Manca Drive

Minutes approved at the April 4, 2019 meeting