

# CEMETERY TRUSTEES MEETING

Thursday, October 15, 2015

In attendance were: Chairman, Marie Grella, Lisa Eastland, Cynthia Dokmo, Bruce Berry Cemetery Sexton, Pat Delisle, Executive Assistant.

The meeting was called to order by Chairman Marie Grella at 7:35 am

**G2Plus1**- Doug Grenier presented the suitability plan from 1996 completed by Altos Engineering, giving and explanation. This suitability study reflects wetland boundary. A conceptual Development Plan and refinement should be done to the master plan as time & conditions have changed. Altos Engineering is the contractor with G2Plus1 being a subcontractor. Doug is unsure where Altos stands on the plans as of today. Lisa asks about the number of graves, this would be determined once the layout and grave types are agreed upon by the Cemetery Trustees. Phase I was calculated at \$108,000 That cost would be adjusted to meet today's cost and need. In 2014 it was estimated at \$164,000. The Cemetery Trustees would have to have a set amount from the Attorney Generals office. The first step would be to have a boundary survey, design and construction, in 2013, was estimated at \$150,000. \$40,700 was estimated for design compensation. The total time to establish the soils would be between 18 and 24 months.

Cynthia states that the Board of Selectman should be asked if Altos Engineering can be grandfathered. If, by chance, Alto Engineering were not able to be grandfathered, and this survey went out to bid, the bid would have to state the Town of Amherst owns the survey once it is complete. Cynthia states that the Board of Selectman should be asked if Altos can be grandfathered, prior to having the survey completed. She asks Bruce for a letter explaining Altos Engineering's involvement and what they have previously completed for the Trustees. From a fee basis Altos Engineering would be beneficial to the Town.

The Cemetery Trustees thank Doug for his time and presentation.

**Citizens' Forum**- There were no citizens present

**Minutes of September 24, 2015** – Lisa makes a motion to accept to accept the minutes as written, seconded by Cynthia, all in favor, motion passes.

**Discussion and approval of letter to the "Trustees of the Trust fund" for payment to the town for expenses for FY15.** Cynthia has researched how the invoice from the Town was paid in 2014 and where the funds were withdrawn. Cynthia makes a motion to use the 2015 income as follows: \$395.68 from Putnam; \$796.29 from Wilkins; \$2,669.61 from other; and \$20,882.45 from Perpetual care: totaling \$24,739.03, This motion is seconded by Lisa all in favor, motion passes

**Bench at Cricket Corner Cemetery:** Cynthia makes a motion to give Marie Authority to make a decision on the placement of a bench on Common Ground within Cricket Corner Cemetery, seconded by Lisa all in favor, motions passes.

**Circus at Forestview Cemetery:** There is a potential for Circus Smirkus to rent Forestview Cemetery creating revenue of between \$20,000.00 and \$30,000. This will include the installation of up to 180 tent poles. Cynthia will set up an appointment with Terry Knowles regarding usage of Forestview Cemetery. Lisa makes a motion to deny this usage, seconded by Cynthia, all in favor, motion passes.

**Right to Inter:** Lisa makes a motion to change page 2, paragraph 3 of the Right to Inter, to read as follows: "Interment to be in Lot \_\_\_\_\_. Lot \_\_\_\_\_ has \_\_\_\_\_ graves. Each grave has the capacity of 2 full

burials or a combination calculated at three cremations with a full burial or six cremations.”this motion was seconded by Cynthia, all in favor, motion passes.

**Budget:** The first draft of the budget is needed by Tuesday October 20, this draft is given to the Cemetery Trustees. Lisa makes a motion to accept the budget with HMIS possibly increased by \$1,000.

Lisa makes a motion to adjourn at 9:45 seconded by Cynthia, all in favor, motion passes. Meeting adjourned.

Respectfully submitted,  
Pat Delisle

DRAFT