

1 CEMETERY TRUSTEES MEETING

2 February 19, 2015

3
4 The meeting was called to order by Chairman Peter Bergin at 7:35 am. In attendance were
5 William Belvin, Marie Grella, Perry Day, Building and Ground foreman and resident Karen
6 Blood and Pat Delisle, Executive Assistant.
7

8 Citizen Forum: Karen Blood would like to be sure that Marie Grella knows the DAR and the
9 Souhegan football team are available for Flag placement when she needs them.
10

11 Minutes of January 15, 2015: A motion to approve as written made by Bill Belvin seconded by
12 Marie Grella, minutes approved.
13

14 Peter Bergin explained the process of paying the Invoice from the Town for cemetery
15 maintenance in the amount of \$32,747.50. Bill Belvin makes a motion to withdraw this amount
16 from the interest on the perpetual care, the unrestricted fund, the Putnam and the Wilkins Trusts,
17 seconded by Marie Grella. All in favor, motion passes. Peter will draft a letter (3copies: Town,
18 Cemetery Trust and the Bank).
19

20 Software: A bid document will be drafted, emailed and approved by the trustees. A discussion
21 follows regarding the purchase of the mapping software, appropriating and budgeting the funds.
22 The capacity and availability need to be determined for the next trustees. Step 1 would be to
23 understand the current capacity through the use of the HMIS software. Question will be drafted
24 and then an appointment will be made with HMIS representatives.
25

26 The status of Chestnut Hill Cemetery was discussed.
27

28 Bill Belvin discusses and distributes charts and spreadsheets in regards to Meadowview
29 Cemetery including "Right to Inter" vs. "Interment". These documents and charts are attached to
30 the minutes.
31

32 Marie makes a motion to adjourn at 8:50 am, seconded by Bill Belvin.
33

34 Next meeting is scheduled for March 19th at 7:30am.
35

36 Respectfully submitted,
37 Pat Delisle