

Cemetery Trustee Meeting Friday January 18, 2018

In attendance: Marie Grella, Chair; Lisa Eastland, Mike Akillian Selectman liaison, Cynthia Dokmo (Via telephone), Bruce Berry, DPW Director and Pat Delisle, executive assistant.

Meeting called to order at 1pm by Chairperson, Marie Grella

No Citizen Forum.

Cynthia suggests that line 40 "Burial Rates" be changed to "Tomb Rates", line 46 add the word "is" prior to role, Lisa moves to accept the minutes of December 18 as amended, Marie seconded. All in favor, motion passes.

Discussion regarding bid 04-18: Cynthia asks if the bid can be awarded without available funds. Bruce suggests that this is a legal question and Bill Drescher should be asked. Cynthia asks if a contingency can be put in the bid, awarding the bid would be contingent upon the trustees receiving the Cy-Pres. The amount of the bid will be in excess of the \$70,000 that the trustees currently have. The trustees are not supposed to contact Attorney Drescher without consent of the Board of Selectman. Mike suggests the RFP be sent to Jim O'Mara, leaving it up to him to send it to the Board of selectman for approval. As far as including the survey in the bid, Lisa remembers speaking with Jim O'Mara a couple of months ago, him saying that using Bartlett was ok and that the trustees didn't have to go through the bid process with them because they (Bartlett) had done initial work so long ago, or that Bartlett was ok because they were in the lower range but the Trustees did need to put out the whole project. Cynthia asks if something can be put in the bid to make it 2 parts. Bruce states that the current bid is solely for the engineering. Altus was looking at Bartlett as being a subcontractor under them. Cynthia asks if the Trustees can hire a contractor or if they Town would need to hire them? This will be put in an email to Jim O'Mara. Other questions that the Trustees need answers to: Can Bruce Berry be assigned as "Clerk of the Works"? Is this part of the Sextons responsibility? Is this a position that Perry Day be assigned? Can the Trustees hires a contractor or is that something the Board of Selectman would need to do? Other questions should be listed and sent to Marie via email and Marie should send them to Jim O'Mara?

Cy-Pres update: Bill Drescher has all he needs as far as the Perpetual Care is concerned. What he needs is an estimated cost of Forestview Cemetery which would include the proposed cost from Altus, the survey cost from Bartlett and what it could cost the DPW (for seeding and watering along with conservative mowing). All of this should be included in the Cy-Pres, when this information is received by Bill Drescher it can be sent on to the attorney general.

Warrant Article discussion: ("Shall the Town vote to appoint the board of Cemetery Trustees as agents to expend from the Cemetery Lot Maintenance Trust Fund, previously, established by warrant article 22 at the March 1987 annual town meeting. Majority vote required.")

Mike Akillian explains that they do not have an agreed upon warrant between the DRA and the Attorney Generals' office. The warrant article that the trustees agreed to was sent to the DRA and the AG, and they have some concerns over the composition of that money. Because originally it was going to be repository for the Cy-Pres money to buy Forestview, which never happened. So the intent of the fund was never followed. Instead the money from the sale of Lots was deposited into this fund. The AG and the DRA has some questions as to the validity of this trust and the money that is in it. So what would happen if they took the money and moved it over

into “Unrestricted”? The concern with that is that there is nothing on record that ever showed this fund was created legally. What is being proposed is: Could a new expendable “Cemetery Fund Trust” be established, into which the “Lots” money could be deposited into and close the “Lots” fund? It looks as though there are 2 funds that are just not right. Dwight Brew and Mike Akillian are working with the AG’s office to straighten out the situation.

Lisa asks about moving forward with Bartlett and the survey. It is agreed that Bartlett should be the surveying when the snow is gone, possibly 6 to 8 weeks. A call should be made to get on their books in April. Lisa makes a motion to hire Bartlett and Associates for surveying the property known as Forestview Cemetery in 2018, seconded by Cynthia, all in favor, motions passes.

Mike suggests that a time table be created; this will bring up more questions which then can be brought to Jim O’Mara and the Board of Selectman. Bruce will work on the timeline with Lisa.

The next scheduled Cemetery Trustee meeting is scheduled for February 22, 2018 at 1 pm.

Marie makes a motion to adjourn at 2:10pm, seconded by Lisa. Meeting adjourned.

Respectfully submitted,
Pat Delisle