

Cemetery Trustees Meeting
22 Dodge Rd
July 18, 2019
1:00 pm

In attendance: Mare Grella, Lisa Eastman, Dwight Brew Selectman Liason, Mike Riccettelli
Clerk of the works, Eric Hahn DPW Director.

Meeting called to order at 1:05

Citizen Forum: No citizens present

Minutes of June 20, 2019: Lisa Eastland makes a motion to accept the minutes as submitted,
seconded by Marie, motion passes.

Forestview update: A new plan was provided by Meridian Land Surveying. It also includes
notes regarding Loam and other materials. These plans have been sent to Continental Paving Inc,
for an estimate of the work. This will be go to the Board of Selectman at their meeting on August
5, 2019 for approval. Lisa asks about the timeline. If this is approved at the Board of Selectman
meeting on August 5, 2019, construction should start in September or October. The procedure
for paying Invoices to CPI is discussed: an invoice is received by the Town; it will get approved
by the Cemetery Trustees (either in a meeting or via email (two Trustees will need to reply to the
email favorably)), it will then get paid out of the General fund; the Cemetery Trustees will then
send a request to the Trustees of the Trust Fund requesting that the General Fund be reimbursed.
Lisa would like to set up a meeting with everyone involved to write up a policy/procedure on
how this will work.

Right to intern: Lisa makes a motion to accept the Right to Intern for Lot 21d-3, Marie seconds,
all in favor, motion passes.

Invoices: Lisa makes a motion to the Meridian Land Survey invoice dated 6/24 2019 in the
amount of \$1885.55 out of the Forestview expendable fund, Marie seconds, all in favor. Motion
passes.

Budget: Lisa asks about the New equipment capital budgeted \$200.00 spent \$200.00, is this
enough money? They went over almost 10% overall, when they start building the budget in the
next few months they should look at this. Also, 5% low on part time wages, but up on overtime,
is there a way, or can it be forecasted better? This is due to the weekend burials. Is the outside
hire and tree care current? Have we paid an invoice? These invoices were not included in the
figures given to the Trustees. When the figures are current for FY19, a newly printed budget will
be sent to the Trustees.

Motion to adjourn at 1:40pm

Respectfully submitted

Pat Delisle