

Cemetery Trustee Meeting
Thursday March 22, 2018

In attendance: Marie Grella, Chair; Lisa Eastland, Bruce Berry, DPW Director and Pat Delisle, executive assistant.

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

No Citizen Forum.

Marie attended the bid opening of 04-18 for the surveying of Forestview Cemetery. No bids were submitted.

Discussion regarding bid 07-18 Engineering: this bid is for the Engineering of Forestview Cemetery. Bruce Berry shares the procedures of a bid. This bid will be mailed and posted electronically on 3/23/18 and due on April 5, 2018 at 11:00am. Lisa makes a motion to release RFP #07-18 for bidding, seconded by Marie, all in favor, motion passes. Lisa will notify Mary Guild to put this on the Board of Selectman agenda for 4/9/18. The Cemetery Trustees will have to develop a lay out to give to the engineering company. Marie will pull out the latest copy of the design for Forestview Cemetery.

Cy-Pres update: Marie will contact Attorney Drescher for an update on the Cy-Pres.

Appointing a Cemetery Sexton: Marie would like to appoint Perry Day as Cemetery Sexton, Eric feels that Perry is currently acting sexton.

Hiring a new part time laborer: Lisa questions the cost of another person and wage that will be offered. This position will start in April and end in October, approximately. Discussion follows regarding the budget, hourly wage and what the position would entail. This would fall into grade S08, step 6 or 7. The Cemetery Trustee budget would only be charged for the hours worked in the cemeteries. Lisa makes a motion to accept a new part time hire for cemetery maintenance beginning April, 2018, seconded by Marie, all in favor, motion passes.

Cemetery Opening: Lisa makes a motion to open the Cemeteries at the discretion of the Building and Grounds foreman, seconded Marie, all in favor, motion passes. The foreman should notify the Trustees when this decision is made.

Lisa makes a motion to enter into non-public at 2:00. The Cemetery Trustees return to public session at 2:10, no motions were made.

The next scheduled Cemetery Trustee meeting is scheduled for April 5, at 11:00am for the bid opening.

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

Respectfully submitted,
Pat Delisle