

Cemetery Trustee

22 Dodge Rd

1:00 pm Thursday

June 20, 2019

Attending: Marie Grella, Chairman; Cynthia Dokmo, trustee; Lisa Eastland, Trustee; Dean Shankle, Town Administrator; Mike Riccitelli, Clerk of the Works; Perry Day, Foreman, Eric Hahn, DPW Director, Pat Delisle

Meeting called to order at 1:05

Citizen Forum: No citizens present

Minutes of May 20, 2019: Cynthia Dokmo makes a motion to accept the minutes as adjusted, seconded by Marie, motion passes

Cemetery Signage: There have been "No dogs" signs placed at the Town Hall cemetery and Meadowview Cemetery. It was witnessed when a person walked their dog in the cemetery behind town hall and did not pick it up. Also, there were bicycles crossing graves in Meadowview Cemetery. Purchasing new signs that include "No bicycles" or a separate sign that all vehicles to stay on the paths was discussed and it was decided that is the wheel marks are seen over the graves action will be taken at that point. A decoy will be placed on the back banking (and moved around the cemetery) to scare away the geese and other wildlife.

Forestview update: The items within the basic proposal for Forestview Cemetery are currently included in the Town of Amherst's contract with Continental Paving Inc. as unit prices, which were initially part of a competitive bid for the Town. In order for the construction of Forestview Cemetery to be included in the Town's contract, the cemetery trustees would need a dollars amount for the change order, the amount of work material (sub base, fill, pea stone, etc.) can be received from Meridian Land Surveying. Meridian has given us plans that include quantities along with this plan. This will then need to be approved by the Board of Selectman.

Meridian would like to know if the Trustees want them to; provide types of trees and sizes, along with their placement: as they have a landscape architect on staff. They should show the number of trees and their placement but not type and size. Planting trees is not part of the CPI contract. The Trustees would look at the type and size at a later date. This is the same for shrubs flowers and plantings. furnish a gate or fences during construction? One gate, no fencing. Fencing can be added at a later date.

Should they specify additional loam and seeding, with a particular type of grass? It is decided that a minimum of 5 inches of loam should be in the estimate and it should specify hydro-seeding. In our current contract if grass does not grow the first time, CPI hydro-seeds again.

Install lighting? No

Install signage? No.

Install hardscapes, benches? Not currently.

Install irrigation? Not to be included in the CPI pricing however, it should be on the plan. Power will be needed for the irrigation.

This will be split into 2 phases: first will be to make the old well work, the meter (if there is one there) needs to work. Secondly, to make sure the pump is the correct size for the area. Lisa asks about the timeline. The 8th of July is the next Board of Selectman meeting, The Cemetery Trustees give Eric Hahn authorization to discuss this with the board with an optimistic date of July 8th, possibly July 22. This Cemetery work will not interfere with the road work the CPI is currently doing because the Cemetery work is done by GPS, it uses different equipment. Cynthia makes a motion to authorize Eric Hahn to contact CPI on the Cemetery Trustees behalf. Seconded by Lisa, all in favor, motion passes. Cynthia asks Eric to contact a few well companies to determine if the well is usable. Perry requested that a new employee be hired to care for the cemetery. Judd will not have time to mow it. He currently doesn't have time to mow it, this year the Town will need to mow it a couple of times.

Invoices from Meridian: Lisa makes a motion made to expend dated 5/23/19 in the amount of \$1,694.10 and dated 3/15/19 in the amount of \$1,544.15 from the Forestview Cemetery expendable trust, Cynthia seconds this motion all in favor motion passes. A letter will be drafted and sent to the Trustees of the Trust fund Cynthia directs the secretary of the Cemetery Trustees to draft a letter for Marie Grella to sign and drop off at Town Hall for the Trustees of the Trust Fund for them to send to Cambridge Trust Co. along with a copy of these draft minutes.

Lisa makes a motion to accept the Right to Inter for Kenneth Miller and Richard Closs, both 2 grave lots, seconded by Cynthia, motion passed.

Motion to adjourn at 2:10pm

Respectfully submitted