



CEMETERY COMMITTEE
May 8, 2019
Special Meeting

Present: Jc Beall, Armand Biron, Barry Burnham, Keith Wilson
Absent: Lisa Bovee, Ryan Dunstan
Staff present: Mary Landeck (Sexton), Brian LaVoie (Operations Manager), Cherie Trahan (Director of Finance), Sara-Ann Chainé (Town Clerk)

CALL TO ORDER

Chair Keith Wilson called the meeting to order at 3:30 p.m.

BUSINESS

1. Approval of Minutes
Mr. Burnham **moved** and Mr. Biron seconded to approve the April 18, 2018 and September 19, 2018 minutes. Motion **passed** unanimously.
2. Approval of 2019 Meeting Dates
Mr. Burnham **moved** and Mr. Biron seconded to approve the 2019 meeting dates. Motion **passed** unanimously.
3. Discussion of Finances - Update
Ms. Trahan presented an update on the Cemetery Fund's income statement and balance sheet reporting \$19,201 in unreserved funds for 2019 as of 3/31/2019. Ms. Trahan suggested the Committee prepare a list to include prices of work that needs to be done and she will submit the list to the Town Manager for review and consideration.
4. Sexton's Report
Ms. Landeck presented her written report. The committee discussed business items 5, 6, and 7 as these topics were mentioned in the report.
5. Restoration Plans for 2019
 - a. Repairs to New Mansfield Cemetery shed – this has been completed.
 - b. Stone Repairs/Grant Update – Ms. Landeck reported that Jonathan Appell will use the grant funds to continue stone repairs this summer/fall.
 - c. Sign at Gurley Cemetery – sign to be installed in May 2019.
6. Gurley Cemetery Road Paving
The Committee discussed the pros and cons of paving the Gurley Cemetery Road. Challenges include funding and the present wash out situation in need of urgent attention in order to prevent the collapse of the stone wall. Mr. LaVoie recommended pipes and catch basins be installed to mitigate the wash out. Mr. LaVoie also recommended considering geo grid instead of paving and will provide a cost estimate for comparison.

7. New Mansfield Center Cemetery Stone Wall
Mr. LaVoie will price out having the wall pined to reduce/prevent further theft.
8. Cemetery Committee Charge
The Committee agreed by **consensus** to request Ms. Chaine to draft a revised committee charge for review.

ADJOURNMENT

Mr. Burnham **moved** and Mr. Biron seconded to adjourn at 4:17 PM. Motion **passed** unanimously.

Respectfully submitted,

Sara-Ann Chaine
Town Clerk