



APPROVED 11-17-2015

**Fremont Cemetery Trustees
Meeting Minutes
October 6, 2015**

Present: Cemetery Trustees Steve Harms, Matthew Thomas, and acting recording secretary Jeanne Nygren.

The meeting was called to order at 4:00 pm in the basement meeting room of the Fremont Town Hall.

Mr. Harms motioned to accept the minutes of the September 1, 2015 meeting as written. Motion was seconded by Mr. Thomas, with unanimous favorable vote.

VILLAGE CEMETERY STONE WALL RFP

The Trustees opened only bid response to the RFP for the Village Cemetery stone wall that was received. This bid was from Tomasz Masonry. The quote for completion of this project was \$5115.00.

Harms stated he has received two phone calls regarding the RFP wanting to know what funds were available in the budget but he wasn't willing to supply that information. He suggested meeting the person to go through any questions they might have regarding this RFP, but never received any reply back.

Both Harms and Thomas read through the bid description of work and were fine with this proposal. Harms recommended the Board to accept this bid as written. Thomas seconded this recommendation and the vote was unanimous for the project with the stipulation to Tomasz Masonry that it needed to be completed 2 weeks from his start date and asked for this to be submitted to the Selectmen at their meeting on Thursday October 8 for their final approval. Tomasz will be contacted after this is completed to get his start date on this project.

WREATHS ACROSS AMERICA

The Board reviewed the request by Geraldine Tilley for the Wreaths across America Program. They have no objections for this project as long as there are no funds taken from their budget. Harms only suggested that the wreaths need to be picked up early in the spring as possible which didn't occur last year. They recommend that the Selectmen make the final approval on this project.

LEAVITT CEMETERY

Mr. Harms has not had a chance to meet with Leon Holmes Jr. regarding any additional work needed at this cemetery due to the recent loss of his father. Sympathy was expressed for his loss.

As mentioned in the last meeting by Mr. Harms stated that the numbering sequence of lots at Leavitt Cemetery needs to be reviewed. The deeds already issued will be checked to verify accuracy.

Mr. Thomas has met with Bruce White showing him the key stones that are in need of repair in the future.

VILLAGE CEMETERY

A recent call to the Town referencing a lot at Village Cemetery and how many spots would be available for cremation burials was reviewed. The caller needs to provide documented rights to the grave. Bruce White went to the plot and gave what he thought was available and looking at the map left it confusing as to what is left for space. There are already two caskets buried in this plot. Mr. Harms stated that as stated in the Ordinance, cremations can be buried on top which using that as a deciding factor; they are able to put 3 cremations in this lot.

CEMETERY BUDGET

The Board looked at the current budget and spending to date and calculated that there is enough funds to support the \$5115.00 proposal for the wall completion.

The CIP Program information was read through and no recommendations by the Board at this time.

CORRESPONDENCE

There was no incoming correspondence.

DISCUSSION

Harms provided information on documentation when selling cemetery lots and procedures for burial with the necessary paperwork provided and filing systems needed to be set up more accurately than our existing system. Discussion about placement of foot stones pursued and suggestion of this placement being part of the Sexton position if this passes in their 2016 budget and guidelines and responsibilities be in place on that position.

With no other business to come forth, a motion to adjourn was made by Mr. Thomas and seconded by Mr. Harms. The meeting ended at 5:25 pm.

The next Cemetery Trustee meeting will be Tuesday, November 17, 2015 at 4:00 pm. If agenda items come up that need to be addressed prior then this date will need to be altered.

Respectfully submitted,

Jeanne Nygren
Acting Recording Secretary