**Cemetery Commission**

**January 2014 –** no quorum, no meeting

**February 2014** – no quorum, no meeting

**March 2014**

 Members present Jim Duggan, no quorum no meeting.

**April 3, 2014**

 The monthly meeting of the Cemetery Commission held at the office at 32 Wilbraham Road opened at 6:03pm with members present: Chris Depace and Jim Duggan along with Kyle DeMaio Superintendent.

**New Business:**

 Signed transfer requests and bills. Request to transfer from Perpetual Care account: $350.00 for Orchard Ladder – to trim shrubs tall ones safely; $100.00 to replace old wooden fence at Stafford Road Cemetery; amount to be determined to have signs made and erected at both Hillside and Hillcrest Cemeteries with rules and regs on them.

 Kyle received bids from Palmer Paving to have the roads in Hillside Cem. done over: bid was $86,062.00 or there abouts. He is also going to get bids to have them oil and stone and or just doing the worst sections of the roads.

 Current balance of Perpetual Care account is: $53,648.77.

 Town meeting is May 12th and our CPA application request is on this warrant to continue the work on the walls at Hillside Cemetery. Main Street section along with part of Mill Street and part of Thompson streets are complete. Looking to go up Thompson street side.

Meeting adjourned at 6:40pm

**May 2014** – no quorum, no meeting

**June 5, 2014**

 Monthly meeting of Cemetery Commission met at the office at 32 Wilbraham Road and opened at 6:02pm with members Jim Duggan and Chris Depace present along with Kyle DeMaio Superintendent.

**New Business:**

 We received CPA funding as requested to continue on wall. Spoke with Bob Haveles from Architect Insights who managed our first round and he said he would meet with us to discuss moving forward on Tuesday June 17. Kyle will have Gaylin post this meeting and also cancel our July meeting unless something comes up.

 Letters sent to residents on Pine Street that border our cemetery property will be located and given to Kyle so he can pursue this issue again.

Adjourned at 6:30pm

**June 17, 2014 Meeting**

 Meeting opened at 5:10pm with members present: Jim Duggan, Chris Depace and new member John Silva. Kyle DeMaio also present along with guest Bob Haveles.

 Bob did a presentation on the work done on the wall and the proposal to move forward with the rest of the wall project with timelines and such. Update John Silva on this as well as he is a new member. Bob will proceed and contact Evan the Town Administrator.

Meeting Adjourned at 5:30pm

**July 2014 Meeting** – cancelled because of the holiday.

**August 7, 2014 Cemetery Commission Meeting**

 Meeting opened at 6:04pm with members present: Jim Duggan and Chris Depace with Kyle DeMaio present at the office at 32 Wilbraham Road.

 Bob Haveles had no new news on the project was waiting for some figures and information to proceed. Will keep us updated.

Jean Aldrich from Belchertown has family in Moulton Hill Cemetery and had some concerns as to flowers etc… it was discussed and left up to Kyle as far as maintaining area.

Discussed price list on our services that are about to expire after increasing them over the past three years. Proposal was discussed and will be voted on increases at our next meeting.

Pine Street issue: Evan will look over letter and finalize wording before we proceed.

Meeting Adjourned at 6:47pm

September 4, 2014 Cemetery Commission Meeting

 Opened at 6:05pm at the office at 32 Wilbraham Road with members present: Chris Depace, John Silva, and Jim Duggan along with Kyle DeMaio Superintendent.

 Update on wall project was discussed. Bob Haveles emailed dates of bids etc… he spoke with Evan regarding prevailing wages and other issues concerning project. He will update Leslie on progress and the CPC is concerned we are not moving it along which we are.

 New prices for next three years were discussed and because we don’t want to increase too much too fast we decided on the same increase as in the past. Gaylin will update web site with new prices and letters will go out to funeral homes on increases.

Meeting adjourned at 7:00pm

**October 2014** – no meeting, cancelled.

**November 6, 2014 Cemetery Commission Meeting**

 Monthly meeting opened at 6:03pm with members present: Chris Depace, Jim Duggan along with Kyle DeMaio and Evan Brassard – Town Administrator who introduced himself.

 Evan wanted to get to see what we have been doing and discuss the wall project. It will be going out to bid again as there were things omitted by the two bidders so to be fair and legal we decided to go out and have them bid with all the requested documents and such. Evan will contact Bob H. and work with him on proceeding on bids and project details. Looking to go out to bid, accept a bid and start in the spring and hopefully finish in summer or sooner.

 Gaylin will update website with new fees and send out letters to funeral homes.

 A donation of a bench for Hillcrest was accepted as long it works for/with Kyle.

Meeting Adjourned at 7:00pm

**December 4, 2014 Cemetery Commission Meeting**

 Monthly meeting opened at 6:05pm at the office at 32 Wilbraham Road with members present: Jim Duggan and Chris Depace and Kyle DeMaio Superintendent.

 Dennis Sweiard from Historical Commission has secured CPC funding to redo the Jacob Thompson house and wants to do the garage in barn board which we control. He wants to cover the windows and have swing out-doors covering the garage door and making it smaller (I guess it would be similar to the Keep Museum barn). We decided he can do this to the garage but he cannot cover over windows – can put shutter like boards that would be workable, and he can put swing doors but cannot make the opening of the garage door smaller as we still use this space and the windows offer natural light in. Kyle will be in contact with Dennis and let him know what we decided.

Meeting adjourned at 6:50pm

Respectfully submitted,

James Duggan, Chairman/Clerk