

**CEMETERY COMMISSION  
MEETING MINUTES  
April 21, 2015  
5:00 PM  
Conference Room C**

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**Present:** William Graham  
Gail Forsberg  
**Absent:** Maureen Sargent

**Also Present:** Daniel Nason, DPW Director  
Don Leblanc

Meeting called to order at 5:10 PM

- 1. Review/approve minutes from April 7, 2015 meeting**  
Minutes were reviewed - no changes made

Motion: Approve minutes from April 7, 2015 meeting  
Motion seconded - Unanimous vote to approve minutes

- 2. Review Cemetery Regulations**

At the previous meeting several changes in language were suggested - specifically clarifying residential vs. non-residential status and increasing cost of lots or non-residents in the updated version of the regulations.

**Wording changes:** The most significant change in the new regulations was adding Sec E. - Residential Classification. This section specifically states the classification of residents vs. non-resident status

**Price Changes:** Prior to the meeting tonight, Mr. Nason did a quick analysis of budget/operating costs etc. to determine what pricing changes would be recommended.

After reviewing the information it was decided to **suspend** any changes to the fees for lots for residents and/or non-residents until a comprehensive analysis can be completed. There is a new "winter opening fee" that has been accepted by the Commission (See price list)

Motion: To have the wording changes accepted and to suspend any changes to fees for lot prices.

Motion seconded - Unanimous vote to accept wording changes in new regulations (attached)

***NEW BUSINESS***

A suggestion was made to place a moratorium on the sale of lots to non-residents until a comprehensive market analysis of the operating costs for the cemetery can be completed.

Motion: Effective 4-21-15 to temporarily suspend non-residential lot purchases until the study can be completed .

Motion seconded - Unanimous vote to approve a temporary suspension of non-residential lot purchases.

**Next Meeting:**

Next meeting is scheduled for: Tuesday, July 21, 2015 at 5:00 PM.

**Adjourn:** At 5:58 PM, the meeting was adjourned.

Respectfully submitted,  
Robbie Powers, DPW Administrative Assistant