

**CEMETERY COMMISSION
MEETING MINUTES
October 8, 2013
6:30 PM
Conference Room C**

Present: William Graham
Maureen Sargent
Gail Forsberg

Also

Present: Daniel Nason, DPW Director

NEW BUSINESS

1. Consideration of naming Chair to Commission

Nominations were taken: Mr. Graham will take on the role of Chair for 1 year.

Move: To appoint Mr. Graham Chair of the Cemetery Commission for 1 year.

Seconded: Ms. Sargent

Vote: Unanimously passed

2. Request for special engraving on headstone

Mr. Robert Trimble requested permission to engrave an antique bicycle on the rear of his Family stone. The commissioners saw no reason why this could not be done as long as it was in good taste. They concluded that Mr. Nason would be able to give the final approval once he saw the size/type of sketch from Mr. Trimble.

Motion: To approve Mr. Trimble's request with the following: Final approval is at the discretion of the Director, Dan Nason.

Seconded: Ms. Sargent seconded the motion

Vote: Unanimous vote to approve special engraving on headstone with final discretion left to DPW Director.

3. Community Preservation Fund Application for FY'14 - 2 items

1.) Historic Cemetery Signs - The Community Preservation Fund requested permission to install 2 historic signs: 1 at Howard Street Cemetery and 1 at Brigham Street Cemetery. (application is attached)

Motion: To accept historic signs at Howard St. & Brigham St. Cemetery

Seconded: Ms. Sargent seconded the motion.

Vote: Unanimous vote to grant permission for sign installation at Howard St. & Brigham St. cemeteries.

- 2.) Old Howard Street Burial Ground Preservation & Restoration (attached)
Funds were requested to help preserve & restore the old burial ground at Howard St.
Motion: Ms. Sargent motioned to grant approval for restoration of the Old Cemetery
Seconded: Ms. Forsberg seconded the motion
Vote: Unanimous vote in favor of preservation & restoration request

4. Open Discussion

-Signage in the Howard St. cemetery. Mr. Nason presented a sample sign for the Commissioners to give their input on the naming of the roadways in the cemetery. Mr. Nason explained that it was decided street names would be named after "trees". They will be "similar" to the Town signs (red/white) but will be smaller and not have a "street or road" following the name. None would be named similar to any of the existing streets in town to avoid any confusion in case of emergencies. He also hopes to have a Professional map of the cemetery done and mounted someplace in the cemetery for the public to see the sections etc.

-Mr. Nason also said he is beginning to work on the budget numbers for next year. He explained that we had the new roof installed this year and also purchased a heating blanket to allow us to continue burials throughout the winter months.

- Next meeting the Commissioners would like to look at our current rates and compare them to surrounding towns in order to make an informed decision on whether to raise/lower or leave the current rates as they are. Review Cemetery Regulations and discuss signage (Maps, brochures)

Next Meeting:

Next meeting is scheduled for: Tuesday, January 14, 2014 at 6:30 PM.

Adjourn:

At 6:58 pm, the meeting was adjourned.

Respectfully submitted,
Robbie Powers, DPW Administrative Assistant