

**BOARD OF CEMETERY COMMISSIONERS**  
**MINUTES OF THE JANUARY 19, 2006 MEETING**

The regular meeting was called to order at 9:45 A.M.~ Present were Commissioners Ellen O'Brien Cushman, Alexander E. Corbett, III, Charles R. Johnson, Superintendent Robert P. Gardiner, DPW Director Peter J. Castanino (who left at 11:00 A.M) and Nancy T. Fay.~ League of Women Voters Observer Carolyn Bishop was absent.

The Minutes of the March 14, 2005, April 12, 2005 and December 19, 2005 meetings were approved as presented.

A~Revenue & Expense Sheet for the Cemetery Division as~prepared by Robie W. White of the Warrant Committee was discussed at length.~ No one from the Cemetery Commission or Division has been contacted directly by the Warrant Committee. The revenue shown as going to the Town's General Fund was of concern to the entire Board of Cemetery Commissioners because the revenue by law must be held in a separate fund. In addition, the absence of~the~annual planting fund, the perpetual care fund and interest fund were~troubling.~It was agreed that Chairman Cushman would contact the Warrant Committee.

Cemetery budget issues for FY2007 were discussed.~ The suggestion made to close~the cemetery for burials on Saturdays was a big concern to the Commissioners.~ By cutting the overtime (Saturdays for funerals), the Town would also lose the revenue generated by the payment for Saturday work.~We charge~an additional~fee for~Saturday funerals to cover the overtime. ~When Highland Meadow Cemetery opens in 2006, the Board felt that the Saturday funerals would increase considerably.~ Chairman Cushman will write a letter to the Board of Selectmen and Warrant Committee listing concerns expressed.~~

Pricing for Highland Meadow Cemetery plots was discussed at length.

(a) The Board must decide on the ratio of income between Purchase of Land and Perpetual Care.~ Currently it is 50%.~ To spend the interest earned from the Perpetual Care Account requires a Town Meeting vote each year.~ That income can be used to offset operating expenses.~ The income in the Purchase of Land Account can be spent to pay the debt of the new cemetery, on cemetery capital improvements~and on any future expansions that may occur.

~(b) Highland Meadow Cemetery has three zones. These~will also be used for pricing: the Orchard, the Woodlands and the Meadow.~ It was felt that perhaps the~premium~section is The Orchard, followed by The Woodlands and then The Meadow.

~(c) The Board began pricing discussions in terms of the following grave options within each of the three zones:

- ~One Single Grave (for one casket only) one flat marker
- ~One Single Grave (for two caskets - one deep and one above that) one flat marker
- ~Two Single Graves (for two caskets side by side) one flat marker
- ~Two Single Graves (for four caskets - two deep and two above those) one flat marker
- ~Cremation Graves for up to four cremation remains~with a one~flat marker for the grave
- ~Scattering area with name engraved on a flat marker for a collection of graves~(common)
- ~Scattering area with no name memorial

(d) A detailed pricing discussion ensued for each of the categories with the board members not yet finalizing the plan. That will be discussed in~detail at the next~meeting.

~(e) The Board decided that in the beginning, the maximum graves anyone can purchase would be a four-casket grave (two single graves for four caskets, two deep and two above).

The Board agreed to hold another meeting in the near future to finalize the pricing issue and requested Mrs. Fay to count out and mark the various locations available. The final layout plan from Halvorson will be obtained on disk also. Ms. Cushman will communicate this to Halvorson.

The meeting was adjourned at 1:00 P.M.

Respectfully submitted,

Alexander E. Corbett, III, Clerk