

# **Warren Cemetery Commission Meeting May 1, 2024**

## **Minutes (draft)**

**Present:** Charlie Snow, Michele Eid, Camilla Behn

**Absent:** Jeff Campbell

**Called to Order:** 6:20 PM

### **Maintenance:**

**Tree Work-** Broscares (gave estimate in 2023 for tree work) has been asked to give estimate for cleanup of winter tree damage in both cemeteries. Charlie to follow up on this estimate and get back to commission with number.

**Split Rail Fence in Village Cemetery-** Agreed to have Charlie get quotes on composite replacement costs due to continual degradation of wood. This year Charlie thinks he can patch what we have. Looking at 2025 for replacement.

**Chain Link Fence along Cemetery Rd-** Charlie to get estimates for replacement bollards, new brackets and powder coating of chain. Put on list for 2025

**Reviewing contracts-** Agreed to plan on sending out RFP for cemetery maintenance next spring. Not unhappy with current services, just feel we should get into a routine of reviewing contracts and assessing options every 5 years. Currently using Bear in Da Bush who have been trained now to understand unique needs of cemetery and have not raised prices even though we all know costs have risen for everyone.

### **Cemetery Opening:**

- May 15 opening date

- Michele will order a gross of new flags for graves to be placed before Memorial Day. We have plenty of stands. Michele will also order a new US Flag and POW flag for war memorial

- Michele will buy flowers and hopes to plant them by May 18, but definitely in time for Memorial Day weekend (9 barrels, plus geraniums for memorial)

- Casella will be picking up trash again. Michele to call and remind them to suspend services

Nov 15-May 15 and re-request paper billing.

- First burial is May 18, 2024. We currently have 6 cremations scheduled.

### **Other Business:**

**Closing of secondary access road-** Charlie will work on prepping new location for shed and then move it and install new gate at North end of cemetery/top of secondary access road to inhibit traffic from future use of that private drive. The tentative goal is to have this completed by July 15<sup>th</sup>, 2024.

**Accounting-**

Michele and Camilla will sit down with the cemetery maps and get an accurate count of actual gravesites/burials in order to ensure that the correct amount of perpetual care funds always stays in the accounts.

Michele has provided Town auditor firm Sullivan and Powers with end-of-year accounts for 2023. Just waiting for statement from M&T bank.

**Adjourned:** 7: 15 PM

Respectfully submitted:

Camilla Behn \_\_\_\_\_ Commissioner

Charlie Snow \_\_\_\_\_ Commissioner

Michele Eid \_\_\_\_\_ Commissioner