

## BRIDPORT BOARD OF CEMETERY COMMISSIONERS

Minutes of Meeting held on Thursday, January 4, 2018 at 2:00 P.M. at the Bridport Town Clerk's Office at 82 Crown Point Road in Bridport

Present: David Bronson, Paul Wagner, Mark Pumiglia and David Basque

All approved of the minutes of the October 4, 2017 meeting as respectively submitted by David Bronson, Assistant Secretary.

David Bronson presented a proposed SUMMARY OF 2017 BRIDPORT CEMETERY GRAVESTONE WORK. No one raised any objections thereto and it will be requested to be included in the Bridport Town Report.

All approved of the election of officers to serve until the next annual election as follows:

David Bronson = Chairperson, Sexton, Assistant Secretary

Paul Wagner = Secretary

Mark Pumiglia = 1<sup>st</sup> Assistant Chairperson

David Basque = 2<sup>nd</sup> Assistant Chairperson

Joan Huestis = Assistant Sexton

It was noted that Mark's term as a Commissioner is up this year.

David Bronson reported on the sale in the Central Cemetery in 2017 of 1-lot sold to Edward and Rosemary Payne and of 2-lots sold to Tom and Charlene Broughton. He presented a copy of his two Letters of October 30, 2017 to the Town Treasurer thereon.

David Bronson reported on the Town's receipt of \$2,168.61 for the Bridport Central Cemetery from the Edla Browne Estate. He presented a copy of each of the December 26, 2017 Partial Decree of Distribution, his December 15, 2017 Letter to the Court with the Town's consent to the Distribution, his December 30, 2017 Letter to the Town Treasurer with the check for the money, and his December 30, 2017 Letter to Atty. James Swift for the Estate with the Town's Receipt acknowledging receiving the money.

David Bronson presented a copy of his October 30, 2017 Letter to the Town Treasurer requesting reimbursement of \$36.58 for cleaner he had purchased and used to do cleaning on some gravestones.

David Bronson presented a copy of his November 9, 2017 Letter to the Town Treasurer authorizing payment of Craig L'Heureux's \$1,208.00 Bill for mowing/trimming, etc. Town Line Cemetery that included a copy of the Bill.

David Bronson presented a copy of his December 11, 2017 Letter to the Town Treasurer authorizing the final payment of Clegg's Memorials' \$6,924.00 Bill for 22-

replacement gravestones, which included a copy of the Memorial Purchase Agreement. The Bill was paid as noted below from:

Town General Fund Cemetery Account	\$5,896.22
Central Cemetery Funds	\$ 83.78
Town Line Cemetery Funds	\$ 944.00
Total	\$6,924.00

David Bronson presented a copy of his December 26, 2017 Letter to the Town Treasurer approving of doing a 15-month CD at a 1.35% rate on the Hilda Hunt Water \$500.00 CD renewal. The rate for 1-year would have been .75%. This give a substantially higher return and the income therefrom will still be available in 2019 for payment to the Congregational Church.

2017 Cemetery Expenses:

From Town General Fund Cemetery Account:

Broughton's for bags of mortar and concrete mix and plastic scraper	\$ 49.53
newspaper Bridport Cemeteries Headstone Replacement Notice	\$ 54.25
Clegg's Memorials towards replacement gravestones	
	(\$3,462.00 and \$2,434.22)
	<u>\$5,896.22</u>
Total	\$6,000.00

From Bridport Central Cemetery Funds:

Congregational Church from Hilda Hunt water money	\$ 2.74
Town of Bridport toward mowing/trimming expense	\$1,000.00
David Bronson reimbursement for gravestones cleaner	\$ 36.58
Clegg's Memorials toward replacement gravestones	\$ 83.78
Total	\$1,123.10

From Town Line Cemetery Funds:

Clegg's Memorials toward replacement gravestones	\$ 944.00
Craig L'Heureux mowing/trimming, etc.	\$1,208.00
Total	\$2,152.00

2017 Central Cemetery Income:

Sale of Lots:	perpetual care	Spendable Income
1-lot to Gerald, June & Jeffrey Nadeau	\$100.00	\$ 100.00
1-lot to Edward & Rosemary Payne	\$100.00	\$ 100.00
2-lots to Thomas & Charlene Broughton	\$200.00	\$ 200.00
Town Grader Loan interest		\$1,013.67
Edla Browne Estate bequest		<u>\$2,168.61</u>
Total		\$3,582.28

Note: plus some VT FED Credit Union interest

2017 Town Line/Pine Hill Cemetery Funds Income:

Town Grader Loan interest \$ 117.66  
Note: plus some VT FED Credit Union interest

Summary, etc. for Central Cemetery:

above 2017 known income of	\$3,582.28
less above 2017 expenses of	<u>-\$1,123.10</u>
	Net \$2,459.18
plus projected 2018 Town Grader Loan interest	+\$1,013.67
if 2018 Town mowing/trimming contribution same	<u>-\$1,000.00</u>
	Net Total \$2,472.85

All approved of the aforesaid 2017 expenses for the cemeteries.

There was discussion on work for 2018. This included that work was to continue in 2018 on replacing, repairing and/or other maintenance such as cleaning of gravestones. David Bronson reported he is aware of at least another 6-gravestones that should be considered for replacement. He also reported he is aware of about 36-gravestones that are broken ones proposed for repairing with metal bracing as discussed at the Board's October 4, 2017 meeting. Each gravestone needs to be measured for creating its own metal framework. The aforesaid gravestones are in more than the Central Cemetery. In addition, work is to be done on re-straightening gravestones and on cleaning gravestones. It was discussed on whether to ask the Town to include in its Cemetery Account 2018 Budget only \$3,500.00 instead of last year's \$6000.00 because the Central Cemetery Spendable Funds include the aforesaid about \$2,500.00 more available this year than last year. A significant unknown is how much payable time will there be from part time persons hired by the Town to work in the cemeteries. In the past the Select Board has authorized the payment of \$20.00 per hour and it is possible this rate might have to be increased to find the necessary part time help. It appeared at least a majority of the Commissioners present were of the general opinion that cemetery funds should be spent in a manner aimed at trying to get the most results out of such money; particularly as long as yearly significant progress continues to be made in the condition of the cemeteries. There was an apparent willingness to have the Town Budget Cemetery Account remain at \$6,000.00 so that such money would be available. David Bronson reported Commissioner Joan Huestis had indicated to him that she was in favor of the \$6,000.00.

David Bronson also brought up for discussion his wish to have the cemetery records typed up so as to be available on computer for reasons including but not limited to being more easily updated and more easily available for use. The basis for the present cemetery records are handwritten records done by Wallace Payne about 50 years ago. These cemetery records involve a set of records on individual cemetery lots and an alphabetical list of names/lots for the aforesaid set of records. All approved of assigning consecutive numbers for the rows of lots in the old portion of the Central Cemetery, numbered from left to right facing the Cemetery from the Middle Road. This

will help simplify identification of each such row from the present identification system that uses numbered rows beginning with 1, 2, etc. in each of 4-different sections. This transition to a typed/computer system is expected to take a lot of time to do and may require hiring someone to help therewith.

All approved paying the Town \$1,000.00 from Bridport Central Cemetery Spendable Funds for reimbursement towards its expenses of mowing/trimming grass in 2018 in said Cemetery.

All approved of having the Town include in its 2018 budget for the Cemetery Account \$6,000.00, the same amount as last year.

All approved of the payment in 2018 to the Bridport Congregational Church of the amount of the 2017 interest income available from the 2018 Hilda Hunt Water Fund.

All approved hiring Craig L'Heureux again for mowing/trimming grass in Town Line Cemetery in 2018, which expense is expected to be at a rate similar to 2017. David Bronson reported he understands Craig is willing to do it.

Volunteered labor and equipment:

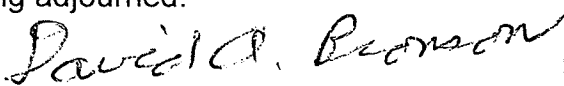
David Bronson reported that on November 1, 2017 Paul Wagner (7-hours), Kim Bronson (6-hours) and himself (8-hours) used Mike Bordeleau's tractor resetting up and re-straightening about 12 gravestones in the Central Cemetery.

David Bronson reported he had spent at least an additional 120 hours in 2017 on Cemetery work, without limitation concerning: the replacement gravestones (finding them; taking pictures of them, researching information on them, paperwork and dealing with Clegg's Memorials, preparing spots for them, putting most of them in place and getting rid of old gravestone remains), mortaring and resetting up of 26 gravestones, resetting up and re-straightening of gravestones, cleaning of about 125 gravestones, sexton work (including: sale of lots and their paperwork, marking out for new gravestone foundations and marking out lots for burials), and other paperwork such as dealing with meetings, dealings with the Town Treasurer and preparation of reports for Town Report.

All three other Commissioners approved of David Bronson being authorized to approve orders and expenditures of the Board for 2018.

It is expected that there will be another Board meeting in the springtime.

Meeting adjourned.

Respectfully,  David Bronson, Assistant Secretary

NOTE: Subject to later approval by the Board