

Calais Cemetery Commission Meeting Minutes

October 23, 2019

Town Office

Present: John Simanskas, Fletcher Dean, Juanita Nunn, Randy Koch, Jennifer Whitman

Guest: Joe Mangan

John called the meeting to order at 7:10.

Minutes from the September 25th meeting were reviewed and approved.

New Fairview Cemetery: The survey metal corner markers have not been received yet. Juanita and Fletcher reported that they have not met this month to continue recording on-site headstone data.

Cemetery Rules and Regulations update: Juanita and Jennifer have not met yet to update.

Joe Mangan's year-end report: Joe pressure washed the headstones in New Fairview Cemetery. He plans to purchase a green burial cart. He has adjusted his green burial rates. Fletcher made a motion to accept the new rates. Randy 2nd. Approved. Jennifer will post them on the town website and notify funeral homes. She will meet with a local landscape architect who will volunteer to plan a design for Robinson Cemetery's green burial section.

Old West Church Cemetery: John continues to wait for a response from the Design Advisory Board regarding the proposed fence changes application.

Financial report and Fiscal Year 2020/21 budget: Commissioners reviewed the budget and expenses to date. Special projects for next year include repairing headstones in a portion of Robinson Cemetery, pressure washing headstones in Poplar Hill Cemetery, annual hedge-trimming of Fairview Cemeteries and replacing Old West Church fence with traditional, maintenance-free granite posts and chain. The endowment as of 10/23/19 is \$156,918.03. A preliminary FY 20/21 budget of \$49,500 was drafted to include extra expenses for the recently acquired Poplar Hill Cemetery, sexton's stipend and special projects.

Sexton's Report: Jennifer has enjoyed learning the ropes and the challenges of her volunteer position despite occasional stressful situations and the feeling of being on call. She feels the amount of work deserves compensation. Commissioners agreed. Juanita made a motion to pay the sexton a stipend of \$2,400 per year (the administrative fee paid to the former sexton) for her services, beginning FY 20/21. Fletcher 2nd. Approved.

Other business: Jennifer will contact a friend to photograph all town cemeteries with a drone camera. Randy suggested that Rob Reichert be contacted to advise how to shore up the eroded bank of Poplar Hill Cemetery. Jennifer will invite him to the November meeting.

The meeting adjourned at 8:55.

The Cemetery Commission meets on the 4th Wednesday of the month in summer and bi-monthly thereafter.

Next meeting

November 20, 2019 - 7 PM Town Office

Respectfully submitted, Fletcher Dean, October 29, 2019