

Calais Cemetery Commission Meeting Minutes

November 20, 2019

Town Office

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

John called the meeting to order at 7:10.

Minutes from the October 23rd meeting were reviewed and approved.

New Fairview Cemetery Survey: Lisa Ginette emailed that she had finished the survey and laid out corner markers before the snow flew.

Sexton's report: Winter burials are now available. Jennifer presented the new rates for interments but a glitch prevented a sign off by commissioners. She will make them available at the town office next week for sign offs and then she will post. A local landscape architect will plan a design over winter for Robinson Cemetery's green burial section. Her friend still plans to fly a drone camera over the cemetery to help with assigning plot coordinates. Jennifer also brought up an issue with a plot conveyance to a family member. Actual plot location needs research. There is a continued need for proper documentation.

Financial Report and Fiscal Year 2020/21 budget: Commissioners reviewed the budget and expenses to date. After reviewing Joe Mangan's contract details for 2020 and the added expense of Poplar Hill Cemetery, sexton's stipend and essential extra projects, we drafted a budget of \$49,400 for FY 20/21. John made a motion to accept it. Jennifer 2nd. Approved. The endowment balance as of 11/19/19 is \$158,588.01.

The meeting adjourned at 9:00

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

Next meeting

February 19, 2020 (Note - 3rd Wed.)

7 PM - Town Office

Respectfully submitted,

Fletcher Dean,

November 25, 2019