

## Calais Cemetery Commission Meeting Minutes

April 24, 2019

Town Office

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

Guests: Joe Mangan - Kirkyard Services, Donna Fitch, Barbara McAndrew, John McCullough

John called the meeting to order at 7:05.

Minutes of the Feb. 27, 2019 meeting were reviewed and approved.

**Old West Church Cemetery:** Donna and Barbara, representing the Old West Church Assn., and Zoning Administrator John Mc. advised commissioners that since the cemetery is in the town's historic district, the proposed replacement of the fence must be presented to the Design Advisory Board and approved before work can proceed. The proposed changes involve replacing the sides and rear section with maintenance-free, traditional granite posts and black chain, as has been implemented in recent years at other town cemeteries (Janes, Shortt, Ainsworth). The front wooden fence and gate will remain the same. Discussion followed with pros and cons of keeping and maintaining all the wooden fences, which are presently in need of repair and paint. Commissioners pointed out that regular maintenance, repair and painting have proven to be more costly over the years and that volunteers seldom show up for advertised work parties. Barbara suggested applying for grants to fund the work. John S. and Fletcher will write up the proposal to be submitted to the DAB, including photos of other town cemeteries' replacement fences.

**Sexton's Report:** Jennifer's list included flags on veterans' graves to be placed before Memorial Day. Joe will place them. Juanita will check with Calais Elementary to see which cemetery the students will choose for flag placement. John will check the inventory of flags and purchase more if needed. Joe confirmed that he will do excavations for burials. He will do more headstone washing in the fall. Jennifer has received calls regarding cremains and burial plot purchases, including planned green burials. Joe doesn't possess any maps of the cemeteries yet. Jennifer will revive our initiative to undertake data entry and mapping with volunteer support. Joe recommended a woman from Sunwise Survey who can help create maps.

**Poplar Hill Cemetery:** The P H Assn. will hold its annual meeting on Monday, April 29. Some commissioners will attend. It is expected that they will vote to dissolve the association, thus giving up the cemetery. A meeting will follow with the Calais Select Board, Cemetery Commission and the P H Assn. members to determine new ownership of the cemetery.

**Supplies Inventory:** John and Fletcher will meet at the town garage on April 29 to inventory the supplies.

**Treasurer's Report:** Commissioners reviewed the report. Endowment as of March 31 is \$145,037.30. Commissioners were asked in the Treasurer's email to vote on a "motion to be bound by terms of the resolution and indemnification agreement." Commissioners had questions and asked that Trustee Rod Buck attend the May 22<sup>nd</sup> meeting to explain the resolution before voting on it.

Meeting adjourned at 8:40.

The Cemetery Commission meets on the 4<sup>th</sup> Wednesday of the month in summer, excluding July, and bi-monthly thereafter.

**Next meeting May 22, 2019 - 7 PM**

**Town Office**

Respectfully submitted,

Fletcher Dean

April 27, 2019