

Calais Cemetery Commission Meeting Minutes

August 28, 2019

Town Office

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

Guest: Joe Mangan

John called the meeting to order at 7:05.

Robinson Cemetery green burials: Commissioners reviewed and discussed last week's first green burial in Calais. Joe recommends having the whole west side near the fence surveyed for future burials. Commissioners also reviewed green burial guidelines presented by Jennifer. Juanita made a motion to approve as written. Fletcher seconded. Approved. Jennifer will have them posted on the town website. There is a need for an appropriate landscaping plan. Jennifer mentioned that a Calais landscaper had volunteered to offer her expertise. Jennifer will contact her in hopes that a plan may be developed over the fall-winter for implementation in 2020.

New price list: Commissioners reviewed and signed off on the new price list for lots and interments, including green burials. Jennifer will have it posted on the town website, post it on Front Porch Forum and send to local funeral homes.

Minutes of July 17 meeting: Jennifer recommended using the word "full" instead of "conventional" when referring to burial types. Juanita made a motion to approve minutes with that edit. Fletcher seconded. Approved.

Payment procedures and cemetery records were reviewed and commissioners signed off.

Sunwise Survey of New Fairview Cemetery: Juanita presented Lisa's summary findings with multiple map overlays. Juanita will forward the report to Joe M. for feedback on her recommendations.

New Fairview card file update: Juanita and Fletcher reported that they had copied all plot information from the map to 3x5 cards. Now they are adding headstone data on site for each burial plot. They have completed 3 rows.

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

Old West Church Cemetery: John is still waiting for a response from the Design Advisory Board regarding the proposed fence changes application.

Financial report: Commissioners reviewed the budget and expenses to date. Endowment balance as of 8/28/19 is \$152,216.36

Meeting adjourned at 9:05.

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

Next meeting

September 25, 2019 - 7 PM - Town Office

Respectfully submitted,

Fletcher Dean, September 1, 2019