

**REGULAR MEETING OF THE MUNICIPAL GROUNDS/CEMETERY COMMISSION
August 20, 2020**

Meeting of the Municipal Grounds/Cemetery Commission was held in the office of the DPW 50 Manca Drive on Thursday, August 20, 2020.

Members Present: John Awdycki Chairman; Brian LaRoche; Denise Merriam; Christine Harty Administrative Assistant

Attendees: Dane Arnold, DPW Director; Dean Meunier Foreman

CALL TO ORDER

Chairperson, John Awdycki called the meeting to order at 7:47 am.

OPEN MEETING RECORDING

ANNOUNCEMENT – any person may make a video or audio recording of an open session of a meeting, or may transmit the meeting through any medium, subject to reasonable requirements of the chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. Any person intending to make such recording shall notify the chair forthwith. All Documents referenced or used during the meeting must be submitted in duplicate to the Secretary of the Committee, pursuant to the Open Meeting and Public Records Law. All documents shall become part of the official record of the meeting. There was no one present taping the meeting.

ACCEPTANCE OF MINUTES

Motion made by Brian LaRoche second by Denise Merriam to accept the minutes of the March 5, 2020 meeting as written. All in favor motion carries.

ORDINANCES, GENERAL LAWS, AND SPECIAL ACTS

CORRESPONDENCE

Denise: have one but need information from Dean, would like to wait until he arrives, running behind.

Motion made by Brian LaRoche second by Denise Merriam to move to financial statement. All in favor motion carries.

Denise: Woman who had a funeral here in town had complaint regarding \$300.00 re-user fee. Not sure her name, do have record with the funeral/burial paperwork. Have reached out to here to come to meeting today, no call back. She wanted to propose reduction in fees for elderly. Stated charging the fee was as though paying for an additional lot. Brian says, perhaps a form or process to review individual cases but not touch the prices overall? John, prices are very reasonable. Dean, perhaps tell people costs of operations, labor, maintenance of facilities? John, the money to bury are the funds to maintain. Woman did not reach back out to attend meeting and we were unable to contact her.

FINANCIAL STATEMENT: REPORTS FROM AUDITOR

Motion made by Denise Merriam second by Brian LaRoche to accept the financial statement, all in favor motion passes.

Denise: explains financial statement only completed through June 2020 as there is no new fiscal year budget as of now. Looking at mid-September for new budget. Brian asks if any surprises, Denise states many funerals but not many Covid related. Denise states expenses have been minimal. Brian asks if we are still doing flowers? Denise, yes will continue until all money is spent. Denise says yes but flowers cost more, money depleting faster.

STATUS OF FACILITIES

Dane: We are in a stage 2 drought. Mowing of cemeteries has slowed. Many and some very large trees fell during the storm. Says Dean contacted company with crane to remove trees, unsure of cost at this time. Brian asks is insurance could pay. Dane also states watering is limited due to drought/water ban.

Need to repair streets in cemetery. Main road into Crystal Lake Cemetery is a disaster and not a city road. Will need to find money for cost, est. to be 25-50K. Denise asks if Dane can obtain estimate for next meeting. Dane states can try, Covid has delayed everything, Chapter 90, budget, most still work from home, State is very behind.

John: There is a huge bee's nest at Oliva Case, near 1st base at end of bleachers. Also, prongs along bottom of fence at Bickford are bent inward toward ball field, could cause injury. Brian, perhaps we can place pressure treated lumber across bottom? John, also many people at field with dogs, the majority do clean up but there are many.

Dean: States there is still much trash all over the fields but there is some improvement overall. Says people at the dog park with the station are still not picking up after their dog.

Dane: Have not forgotten about Crystal Lake Bldg., but won't get to it this year.

Brian: Asks about pitcher's mound at Bickford and Oliva Case. Dean, both are set at 46.

NEW BUSINESS

Dean: There are trees to come down, will not be going on list.

REPORTS FROM DEPARTMENT HEAD UNDER COMMITTEE'S JURISDICTION

The next meeting scheduled for November 19th at 7:45 am.

Motion made by Denise Merriam second by Brian LaRoche to adjourn the meeting at 8:09 am. All in favor, motion carries.

Respectfully submitted:
Christine M. Harty, Administrative Assistant

All documentation mentioned at the meeting may be viewed at the DPW Office at 50 Manca Drive