

**Town of Auburn
Cemetery Trustees
January 19, 2016**

Trustees Present: David Jenkins, Chairman; Don Dollard & Scott Norris

Also Present: Kathryn Lafond, Recording Secretary

Mr. Jenkins called the meeting to order at 6:40 p.m.

Minutes

October 20th, 2015

The Trustees discussed some amendments to the minutes of October 20th. The amendments would be provided to Ms. Lafond for inclusion.

Mr. Dollard moved to accept the minutes of the October 20th, 2015 public meeting as amended; Mr. Norris seconded the motion; all were in favor, the motion passed unanimously.

October 27th, 2015

The Trustees discussed some amendments to the minutes of October 27th. The amendments would be provided to Ms. Lafond for inclusion.

Mr. Dollard moved to accept the minutes of the October 27th, 2015 public meeting as amended; Mr. Norris seconded the motion; all were in favor, the motion passed unanimously.

Old Business

Mr. Jenkins updated the Trustees that a copy of the excel file that Mr. Dollard and his wife have created is now on file in the Town Clerks office; the chains have been put up at the cemeteries, closing them for the winter. Mr. Jenkins informed the Trustees that the cost for the chains was \$72.00, he would submit the bill to Ms. Lafond for payment.

The Trustees discussed including the possible purchase of land for the Auburn Village Cemetery in the Capital Improvements Plan that the Planning Board is currently working on. The Trustees agreed to move forward with this, Mr. Jenkins would complete the paperwork for 2.8 acres for approximately \$30,000 and provide the paperwork to the Planning Board for Capital Improvements Plan.

Mr. Jenkins noted that Mr. Norris's term as Trustee was up this March and the filing period to run again for office starts this week. Mr. Norris expressed his interest in serving again and would file with the Town Clerk.

Mr. Jenkins commented that the Trustees had previously agreed to put the cemetery mowing out to bid, Mr. Herman will handle this for the Board. Mr. Norris suggested that the Trustees have a company ready for May 1st.

The Trustees discussed revisions to the cemetery regulations. Mr. Jenkins suggested that the revisions be done before the cemeteries open. Mr. Dollard suggested that the effective date of the regulations be April 1st. The Trustees agreed with this, Mr. Jenkins would draft the revisions and the Trustees would schedule a public hearing to adopt the revised regulations.

New Business

The Trustees discussed the planned work to be accomplished this year including 11 trees to be taken down at Longmeadow Cemetery, Mr. Dollard reminded the Trustees that proof of insurance should be provided by the vendor;

A new roof on the vault, Mr. Jenkins indicated that the material are in the building. The Trustees agreed that painting trim and gable ends would be done by Mr. Norris and Mr. Jenkins, possibly on a weekend.

The Trustees agreed to get a cost estimate for scraping, priming and painting the hearse house and then they would decide if this project would be done this year or not. Mr. Dollard suggested that the fence needs painting as well perhaps that can be done at the same time as the hearse house at the end of summer or fall.

The Trustees agreed that Mr. Dollard could done some necessary brush trimming at the cemeteries and talk to Mr. Mike Dross about repairing the stonewall.

The Trustees discussed the work that Mr. Dollard is doing with regards to the mapping of the cemeteries and asked that Mr. Dollard provide at the next meeting an estimate of time and cost for the work. Mr. Jenkins asked if Mr. Shannon Ramos could also be more detailed in his work performed on his invoices.

The Trustees provided Ms. Lafond with an association membership to pay and discussed reviewing deeds before they are finalized, increasing the plot and cremains costs to defer some of the operating cost, modifying the forms to include maiden names, scheduling time to review the received fertilization solicitation and the Cemetery Trustees submission for the annual Town Report.

The Trustees agreed to meet next month on the third Tuesday.

Mr. Norris informed the Board that Mr. Ray Pelton has asked if he could tap the maple trees at the Auburn Village Cemetery from March to April, he would use the old fashion metal can and pick it up daily. The Trustees further discussed this and agreed not to allow this.

Mr. Norris moved to adjourn the meeting; Mr. Dollard seconded the motion; all were in favor, the public meeting ended at 8:18 p.m.