

**Town of Auburn  
Cemetery Trustees  
February 23, 2016**

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

**Also Present:** Kathryn Lafond, Recording Secretary

Mr. Jenkins called the meeting to order at 6:31 p.m.

**Minutes**

January 19<sup>th</sup>, 2016

***Mr. Norris moved to accept the minutes of the January 19<sup>th</sup>, 2016 public meeting as amended; Mr. Dollard seconded the motion; all were in favor, the motion passed unanimously.***

**New Business**

Review Cemetery Mowing Bids

The Cemetery Trustees reviewed four bids received for the lawn mowing and grounds maintenance of the Auburn Village Cemetery and Longmeadow Cemetery.

***Mr. Dollard moved to award the cemetery mowing contract to P.B. Property Services, LLC; Mr. Norris seconded the motion; all in favor, the motion passed unanimously.***

Ms. Lafond presented the Trustees with 2016 pricing from TruGreen for two fertilizations of the Auburn Village Cemetery.

***Mr. Dollard moved to accept and authorize the Chairman to sign the service agreement with TruGreen as submitted. Mr. Norris seconded the motion; all in favor, the motion passed unanimously.***

**Old Business**

March Election of Trustee

Mr. Jenkins noted that Mr. Norris is running for another term as Cemetery Trustee and thanked Mr. Norris for his willingness to serve on the Board.

## **New Business (cont.)**

### Review Cemetery Rules and Procedures

The Trustees discussed various items to add or amend in the Cemetery Rules and Procedures. Mr. Jenkins would draft the changes and the Trustees will potentially hold a public hearing next month regarding the adoption of the changes.

### Cost of Burial

The cost of burials was discussed and the Trustees agreed that there would be no change to the cost at this time.

### 2016 Projects

The Trustees discussed projects planned for 2016. Mr. Jenkins would speak with Bo Cooper and then report back to the Trustees regarding the tree removal. Mr. Jenkins and Mr. Norris would schedule a date to complete the vault roof project. Having the boy scouts complete the painting needed was discussed, no decision was made on the matter. The Trustees agreed to be present when the boy scouts place the flags at the cemeteries to ensure they are placed securely. The Trustees discussed the ongoing cemetery mapping work and costs.

The next Cemetery Trustee meeting is tentatively scheduled for March 15<sup>th</sup>, 2016.

***Mr. Norris moved to adjourn the meeting; Mr. Dollard seconded the motion; all were in favor, the public meeting ended at 8:25 p.m.***