

Town of Holden  
Board of Cemetery Trustees  
Meeting Minutes  
February 12, 2002

1. The meeting convened at the town office at 5:00 p.m.

Present: Chairman Bonnie Clark, Mary Jane Pierce, Hughene Hale,  
Joyce Pinkham, Jane Black and Selectman Ellen Campbell

2. The minutes of November 13, 2001 were approved (MJP/HH).

3. OLD BUSINESS:

- A. Sale and transfer of lots -Bonnie sold 3 lots at Hillrest Cemetery to Dwayne and Donna Hall and transferred 2 lots to George and Mildred Cantwell from Dwayne and Donna Hall in Hart's Corner.

- B. Trust Fund -- We have approximately \$53,000 +/- of which we can use the interest of if needed. We cannot use the principle and this money is used for perpetual care in our cemeteries.  
The Town takes \$500/year for a reserve fund. Bonnie is going to check on which reserve fund this \$500 goes into.

- C. Damaged markers -- 3 markers have fallen off their bases.  
One (1) in Hart's Corner  
One (1) in Hillrest  
One (1) in Clewleyville

Rogan's will come out and put the markers back on their bases to stay.

Bonnie has included the repair cost into the budget.

- D. Steeves letter

(see minutes of November 13, 2001) A letter has been drafted to be sent to Mr. Steeves saying that lots are reserved in his name and giving him a chance to keep them or return them to the Town.

#### 4. NEW BUSINESS:

##### A. Wishes for Budget -

Bonnie met with Town Manager Larry Varisco and Debbie to "revamp" our budget. \$15,915 budget for 2002-2003 includes equipment rental left in and supplies/materials at \$200.

##### B. We need:

- \* new flags
- \* military markers
- \* 3 head stones repaired
- \* placard and door cleaned (sandblasted) and painted at Tomb Cemetery
- \* signs on each cemetery with the year the cemetery was established
- \* to purchase land

\$3,500 will be going into the Cemetery Land Reserve account

We can have the stones repaired and the placard and door cleaned and painted for \$500 for both projects.

##### C. Contracts for 2002-2003

Proposals were sent out for 3 years. Four (4) people responded by sending in bids. Mr. Bradshaw dba Best Care Lawn & Landscaping was the lowest bid at \$11,300

#### 5. OTHER BUSINESS:

##### A. Clewleyville Cemetery

A memo was sent to Walter Foster to do an appraisal of the land in question. He will do so for between \$800 - \$1,000. The cemetery survey account has \$1,200 available. The appraisal can be paid out of this account.

A motion was made and seconded (HH/MJP) to have Walter Foster do the appraisal of the Clewleyville Cemetery.

B. Payment letters

All letters have not been sent out yet. We are missing a few correct addresses. We have around 15-20 second requests to send out. In the first mailing 48-50 original letters went out and about 50 percent have been returned either paid or acknowledged.

C. Mylar maps

The maps are in Plisga & Day's office being currently worked on. We have asked to be billed before the end of May, 2002 as this item was placed in the 2001-2002 budget.

D. Hillrest embankment

It has been determined that the issue with the eroding embankment is the Town's responsibility not the BCT's issue.

E. We would like to have Bonnie renew her term as a BCT member and also to continue on as the BCT chairperson. We appreciate all of the work that she does with us.

F. Jane has been asked to send a notice to the MOCA (Maine Old Cemetery Association) stating some of the accomplishments of the BCT, i.e. having the stones cleaned and repaired, computerizing all of the cemeteries as well as others listed in the minutes of 11-13-01.

F. The newest Rowe Cemetery located on private property

Bonnie informed the BCT that an Eagle Scout who would like to clean up this small cemetery as his Eagle Scout project has contacted her. Before this can be done, the BCT needs to obtain in writing permission from the owner of a right of way to the cemetery, find out if we need to survey the cemetery again and the cost of this survey, and ask the owner if she would be willing to donate the land this cemetery is located on to the Town. Also, we need to determine how and/or if this would affect any future owners of the property should said property be sold.

Next meeting **March 11, 2002, 5:00 p.m.**

Meeting adjourned at 5:55 p.m.

Respectfully submitted, Jane Black