

Unapproved Minutes
Town of Holden
Board of Cemetery Trustees
May 9, 2011 at 6pm
Holden Municipal Building

Members present:

Bonnie Clark
Mary Jane Pierce
Jane Black
Laura Teisl

1. Opening

Bonnie Clark opened the meeting.

2. Moment of Silence

3. Old Business

Bonnie Clark adjusted the agenda to add *Approval of Minutes*.

A. Approval of Minutes

The minutes of the March 8, 2010 meeting were approved after amending the members present to not include Mary Jane Pierce.

B. Approval of Clewleyville fence

The *Allenfarm Fence Company, Inc.* (located in Herman) was selected to supply a fence for the Clewleyville Cemetery. The type of fence selected is an ornamental, two-rail fence. The cost is \$4400 and includes the fence and a gate.

The fence construction will include an opening, large enough to allow equipment into the cemetery. A rock will not be added near the fence due to liability reasons. In preparation, *Dig Safe* has been contacted and will visit the cemetery in June.

John Clark has offered to take out the old fence. As an existing fence post is in cement, John might need to use his tractor and will also contact *Dig Safe* before he proceeds.

C. Trees at Tomb Cemetery

Town Council
wanted 2 more
bids. Brewer
fence got the
bid.

Bruce Dowling is obtaining additional appraisals to remove two large white pines from Tomb Cemetery because the quote of \$3000 from *Campbell's Tree Service* does not include taking away the resulting debris.

Comment regarding funding: Funds for the fence for Clewleyville Cemetery and tree cutting in Tomb Cemetery were not available in last year's budget but are currently available.

Birch trees outside of Tomb Cemetery are damaging the fence.

C. 2011-2012 Budget

Bonnie Clark mentioned the following:

The purchasing of wreaths for the 145 veterans in Holden cemeteries from the *Worcester Wreath Company* costs \$1450 and has been approved by the Budget Committee. Currently, the Town of Holden needs to approve the purchase.

~~Waning~~ Cemetery has two veterans that need to be added to the 145 veterans to make a total of 147 veterans. Bonnie is adjusting the wreath order to reflect the additional wreaths. 151

The Holden cemeteries are now registered with the *Worcester Wreath Company* as part of their *Wreaths Across America* event.

Each cemetery will also receive a donation of two wreaths from the *Worcester Wreath Company*. One wreath will exhibit the American Flag and the second will exhibit a POW flag. both with amer. + POW

D. Rules and Regulations updates

The Board of Cemetery Trustees needs to update the Rules and Regulations. John Butts, Town Manger, would like the document updated sometime after May.

4. New Business

A. Cemetery Ordinance

This topic will be addressed at the end of the meeting.

B. Memorial flags

New flags have been purchased for the Holden cemeteries for the Memorial Day holiday.

C. Letter from property owners (Tomb)

Joe and Margaret Park, who live next door to Tomb Cemetery, provide the right-of-way to Tomb Cemetery through their property. A contentious situation arose resulting in Mr. Park not allowing use of the right-of-way.

Bonnie Clark intervened and politely spoke with Mr. Park and asked permission to use the right-of-way. Mr. and Mrs. Park found their encounter with Bonnie refreshing and satisfied their desire to be treated respectfully in regards to the Town's use of the right-of-way. They subsequently mailed a kind letter to the Town of Holden saying that the Town of Holden can use the right-of-way at their own risk. The letter also said that the Parks would like to be contacted before any larger equipment utilizes the right-of-way.

D. Cemetery Accounts

The Board of Cemetery Trustees has three accounts (see attached document). The Interest Earned Account reflects interest earned from both ~~he~~ the Cemetery Trust Fund & Perpetual Care Account and the Land Account.

John Butts, Town Manager, does not see the need for having three accounts. It was suggested that we don't need the Land Account because Clewleyville Cemetery is sufficiently large.

Jane Black asked the question whether or not the Board of Cemetery Trustees can invest money legally.

Bonnie Clark explained that the purchasing of the fence and gate for Clewleyville Cemetery and the removal of trees from Tomb Cemetery will be funded by the Cemetery Trust Fund & Perpetual Care Account.

There is a general consensus that the Board of Cemetery Trustees needs to have a better understanding of how we are funded and how our budget is established.

Bonnie's submitted 2011-2012 Budget was approved. The 2010-2011 Budget was approved except for the removal of trees and the purchasing of the fence. The trees and fence will be funded by the Cemetery Trust Fund & Perpetual Care Account this year.

E. MOCA Newsletter

Jane Black will change the address of the MOCA Newsletter to the Town of Holden so it may be distributed to Board members.

A. Cemetery Ordinance

The Cemetery Ordinance, as stated in the beginning of New Business, was revisited at the end of New Business.

John Butts, Town Manager, recently showed Bonnie Clark the Town of Holden Cemetery Ordinance. The Ordinance most likely was authored by Evans Hart and Mary Jane Pierce in 1999 resulting in the creation of the Board of Cemetery Trustees.

Bonnie Clark will make changes to the Ordinance and submit the changes to the Board of Cemetery Trustees via email.

John didn't want them to go out until he saw and made his changes.

5. Other Business

A. Memorial Day

The Memorial Day celebration on May 30th in Holden will occur at 2:30pm at the Holden Veterans Memorial. On May 15th at noon, residents will meet at the Holden Veterans Memorial to prepare the area for the event. Such tasks as mulching, painting and setting new timbers will occur.

the next Sunday

B. Veterans in Holden

The Holden Veterans Memorial Committee would like the Board to provide the names of any additional residents who are currently active in the Armed Forces.

Additional Business

Laura Teisl mentioned that Hill Rest Cemetery in the area next to Wiswell Road needs to be stabilized. Bonnie mentioned that John Butts, Town Manager, is aware of the situation and is working on resolving the problem.

Laura Teisl mentioned that several residents on Copeland Hill Road would like the long grass in the ditch area of Hill Rest Cemetery to be trimmed. It would improve the appearance of the Cemetery. Bonnie said that Peter, who maintains Holden's properties, is currently outside of the municipal building and would ask him to do this.

Laura Teisl asked why the tree trunk in Hill Rest Cemetery could not be dug up. Bonnie said that digging up the trunk would disrupt the graves surrounding the trunk.

Meeting Adjourned

Time