

DURHAM CEMETERY COMPANY  
MEETING MINUTES  
November 2, 2006

President Barbara Olsen, at 7:30pm at the Durham Town Hall, called the meeting to order.

**Officers and Directors Present:** Barbara Olsen, Richard Olsen, Peg Atwell, Bob Atwell, Laura Francis, Tom Palmieri, Doug Harmon, Lew Hinman, Hugh Curley, Phyllis Naples-Valenti, Dolores Caturano, Mary DiMella, Ken Jay, Sexton

**Secretary's Report:** A motion to accept the minutes of 9-6-06 as presented with the addition of Dolores Caturano as being present. A motion was made, seconded and approved with a unanimous vote.

A motion was made and seconded to approve the following meeting dates for 2007: March 7, 2007, May 2, 2007, September 5, 2007 and November 1, 2007. The motion passed with a unanimous vote.

**Sexton's Report:** There was one burial and one cremation at Mica Hill Cemetery. There was one burial at the Center Cemetery. All cemeteries have been mowed and maintained. Fall leaf clean up will begin next week. Block 7 has been cleared, graded and seeded. Steven Skultety and Ken Jay have placed the concrete corner markers. Ken will be receiving a Mylar map of block 7. The number markers will be installed once they are purchased.

Barbara Olsen agreed to call George Planeta to fix the light fixture near the flagpole at the Center Cemetery.

A motion to accept the Sexton's report was made and seconded. The motion passed unanimously.

Ken Jay submitted a proposal for \$1,000.00 to plant 4 crabapple trees down the center of block 7 similar to the other blocks in that area. The work will include planting, mulching and the installation of garden fabric. The work will be done in the spring.

A motion was made by Lew Hinman and seconded by Dolores Caturano to accept Ken Jay's proposal and authorize the work to be done in the spring of 2007. The motion passed unanimously.

**Treasurer's Report:** Tom Palmieri reported that dividend interest and spending is on track as budgeted. Despite market projections, the investment portfolio is up 9.7%. A 2yr HSBC Finance note was purchased with some of the cash balance. Tom stated that because our fund is a "forever" fund, our portfolio would remain heavy with equity stock. Tom met with financial advisor, Dick Gibbons. Mr. Gibbons reported he is not retiring and would be bringing on an assistant for some of his accounts. Tom could not negotiate a reduction of fees for the checking account. However, Mr. Gibbons agreed to stay on a commission fee structure vs. a fixed service.

A motion was made and seconded to accept the Treasurer's report. The motion passed with a unanimous vote.

**President's Report**

1. A discussion was held regarding the budget request to the Town for the 2006-2007. Tom Palmieri explained that the Cemetery Company currently has adequate interest income to cover maintenance of all three cemeteries. He recommended a request of \$1.00 to keep the maintenance line open should our finances change and request only the preservation money from the town.

A motion was made by Hugh Curley and Seconded by Dick Olsen to request \$1.00 for maintenance of the Old Cemetery and \$5,000 in a reserve fund for stone preservation. The motion passed with a unanimous vote.

2. Long-Range Planning Committee – Barbara Olsen will plan a meeting with Greavers and Ward and set a time frame for a proposal of work. She will call a special meeting once a proposal is received.

3. Nominating Committee Report – A motion was made by Hugh Curley and Seconded by Laura Francis to nominate the following for Cemetery Company Directors, term ending 2009: Barbara Olsen, Laura Francis, Kimberly Garvis, Simone Howe and Gregory Burritt. The motion passed with a unanimous vote.

A motion was made by Tom Palmieri and seconded by Lew Hinman to nominate Barbara Olsen, President, Peg Atwell, Vice-President, Tom Palmieri, Treasurer, Laura Francis, Secretary and Kimberly Garvis, Assistant Secretary. The motion passed with a unanimous vote.

A letter of appreciation will be sent to Doug Harmon, Anne Shephardson and Tom Anderson outgoing directors.

A motion was made and seconded to accept the President's report. The motion passed with a unanimous vote.

### **Old Business**

1. Bob Atwell reported that the Chauncey stone preservation would commence when the weather permits. Francis Miller, ConservArt, LLC has agreed to restore four headstones (Timothy Hill, Sarah Johnson, Capt. Sutlief and Lt. Camp/Rhoda Camp) at no cost (previously quoted at \$6,600). Barbara Olsen said that she would contact Francis Miller and authorize the work.
2. Lew Hinman reported that Family Tree Care pruned the cherry trees at Mica Hill at a cost of \$400.00.
3. Dolores Caturano and Barbara Olsen spent several hours pruning bushes at Mica Hill. They will finish in the spring. Dolores highly recommended seeking volunteers from the Master Gardener program to help with the landscaping at Mica Hill. Lew Hinman agreed to contact the Boy Scouts to help with spreading mulch.

### **New Business**

1. Simone Howe addressed the directors with concerns related to the closing of the Center Cemetery during the Durham Fair. She felt that the yellow tape that closed off the cemetery was disrespectful of those wishing to visit in the cemetery. Several directors pointed out that the tape was put up to protect the cemetery. There have been numerous problems in the past with objectionable behavior occurring in the cemetery. Also, our investment in stone preservation has to be protected. Phyllis Naples-Valenti agreed to work with the Durham Fair Association and research a more respectful way to protect the cemetery yet still allow legitimate patrons to visit gravesites.

A motion was made, seconded and passed to adjourn at 8:45 p.m.

Submitted by Laura Francis, Secretary