

DURHAM CEMETERY COMPANY
MEETING MINUTES
May 3, 2006

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

Officers and Directors Present: Barbara Olsen, Tom Palmieri, Phyllis Naples-Valenti, Hugh Curley, Laura Francis, Bob Atwell, Lew Hinman, Peg Atwell, Art Bielefield, Mary DiMella, Ken Jay

Secretary's Report: Mary DiMella cautioned Laura Francis and Ken Jay to be careful about buying back burial plots in the center section that were designed to accommodate families who wanted only one monument. It is difficult to re-sell those plots because of the restrictions.

A motion to accept the minutes of 3-1-06 with the addition of Mary's comments was made, seconded and approved with a unanimous vote.

Sexton's Report: There were two burials and three cremations at Mica Hill Cemetery. There were three cremation burials at the Center Cemetery. All Christmas decorations were removed from graves. Spring clean up was preformed at all cemeteries. All settled graves were filled and seeded. The Center and Old Cemeteries have been mowed. The flag at the Center Cemetery was replaced and the split rail fence at the Old Cemetery was repaired. Steve Scultety, from Bascom and Benjamin has been hired to mark out Block 7. It should be complete by August.

Peg Atwell asked Ken if he sets the footings as described in the "Sexton's Duties". Ken replied that when he took over from Dick Curtis, he was told that he should only stake out the footing. The monument companies preferred to set the footings. Lew Hinman said that historically, this is true, but that on occasion, the Sexton would handle it.

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

Treasurer's Report: Expenses - There is not much activity yet on the expense side. The increase in General Office Expense was due to the purchase of a 3-yr bond that is required for the Treasurer. Investments – The market is doing well despite predictions. Dividend interest is ahead of projections. The Fidelity Equity stock was sold and the proceeds were put into a money market account. The interest rate on the money market is good right now, but Tom explained that he would seek the advice of the consultant to invest the funds soon.

Tom also reported that he is working on the budget for next fiscal year. He was asked to include approximately \$3,500 for Block 7 that would include surveying and ground preparation and \$2000 for expenses relative to the long range planning process.

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

President's Report

1. Barbara Olsen reported that some dirt was disturbed on the cemetery side of the town hall and discovered that there were plans to install a concrete slab for an HVAC unit for the town hall. Barbara and Tom Palmieri met with John Corona, the Town Hall Building Committee chairman and explained that per State Statute, the cemetery cannot be encroached upon without permission. Mr. Corona and the project manager changed the plan and will locate the unit on the outside of the stonewall, outside of the cemetery.
2. Barbara Olsen appointed Hugh Curley to also serve on the Long Range Planning Committee. The committee will meet and get information regarding consultants for mapping and designing the rest of the property.

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

Old Business

1. All plants have been ordered. Dolores Caturano will contact the officers and directors regarding a work day. Phyllis Naples-Valenti requested a day during the week, rather than a weekend. Several others agreed.

New Business

1. Ken Jay presented a proposal for another year of Sexton's services. The proposal is for \$23,150.00 to be paid in 12 monthly installments, a 5% increase over last year to cover the increase of fuel cost. Services will include complete yearly maintenance for Mica Hill Cemetery, Center Cemetery and the Old Cemetery. Maintenance to include spring clean up, lawn mowing and fall clean up for all cemeteries. All lawns will be mowed on a 10-day schedule. Sexton's duties for all cemeteries will include selling of burial plots, marking of burial plots for Hazelwood Excavating including removal of turf to be replaced by Hazelwood. Recording burials, removing all Christmas decorations by March 30th, repair of settled graves and repair of any plow damage. Staking of cemeteries for snowplowing. Clearing snow from burial area for winter burials.

A motion was made and seconded to accept the proposal from Ken Jay. The motion passed with a unanimous vote.

2. Barbara Olsen remarked that there is more interest from the public for cremation plots and suggested that we mark out more than we have. Laura Francis commented that it could be done two ways, actual cremation plots and a cremation garden. Cremation gardens are often built in areas that are difficult to develop. Laura suggested that the Long Range Planning Committee consider this when developing a plan.

A motion was made, seconded and passed to adjourn at 9:15 p.m.

Submitted by Laura Francis, Secretary