

Chilmark Cemetery Commission Minutes - FINAL
Thursday Dec 8, 2022 @ 10am
Chilmark Town Hall, 401 Middle Road

Those in attendance:

Judie Flanders, Laurisa Rich, Matt Tobin, Susan Murphy, Kara Shemeth
Meeting called to order at 10:02

A. Approval of Minutes 11/10/22 - approved as written

B. Administrator report - nothing

C. Superintendent's report

- 1. Cemetery activity** - 1 cremation burial in early December
- 2. Rain barrel** has been drained, winterized and stowed
- 3. Veteran Flags** will be collected soon
- 4. Fall Cleanup** will happen soon

D. New Business

- 1. Plot leasee responsibilities for care of plots** - Various options were discussed on how to address and pay for grave subsidence issues. We voted unanimously to amend the rules & regulations to require a TBD fee for graves without a cement vault. Kara will inquire how to add fee to Perpetual Care fund. Laurisa will present new regulation wording draft at Jan meeting.
- 2. FY24 Budget review** - Judie presented a budget proposal totaling \$27,950 with an increase of 6.8% over FY23 (inflation ~ 6%) Equipment Repair / Maintenance line item was eliminated. We voted unanimously to approve this budget for submission. Due Jan 3.
- 3. Plot #273 and #274 order of assignment** - Four current applicants will be assigned plots sequentially in the Kings Way section. These newly created plots will be assigned to next new applicants.

E. Old Business

- 1. Signage draft approval** - We reviewed sign wording and layout and discussed placement options. After making minor changes, we vote unanimously to order signs, while allowing SmartSigns artist to recommend tweaks. Cost will be charged to Buildings and Grounds.
- 2. CPC application for Memorial repair** - Based on the recommendation of Historical Commission, we voted unanimously to increase our funding request from \$4,500 to \$10,000 and submit the application.
- 3. Noman's cemetery update** - Laurisa and Barbara Armstrong of the Historical Commission will draft a letter to the US Fish and Wildlife Contact requesting that we be updated on the 2015 reinterment project (photos and GPS coordinates) and that we be notified of all future projects.

F. Topics not anticipated -

- 1.** Susan proposed we move our meeting time to 9am. We voted unanimously to start new time in January keeping to our traditional 2nd Thursday.
- 2.** Judie presented a list of Goals for 2023 - Short and Long Term which we discussed briefly. Susan proposed we plant a copper beech tree near the parking lot where numerous pines have been removed. We will review and prioritize at next meeting.

Next meeting scheduled - January 12, 2023 at 9am

Meeting adjourned at 11:55 pm

**Respectfully submitted,
Laurisa Rich
Secretary**

Documents Reviewed at meeting:

Standard General Ledger Detailed activity FY23, Draft Budget Proposal FY '24, Goals for 2023 and beyond, Town of Chilmark Cemetery Funds, CPC Fund Application Dated 12/7/22