

WARNING

Morristown Cemetery Association ANNUAL MEETING

Tuesday, April 5, 2016 at 4 pm
Tegu Building Conference Room

AGENDA

- I. Call to order at 3:55pm by Dennis Smith
- II. Introductions – not necessary
 - a. Attendees – Dennis Smith & Lorinda Smith, Annette Smith, Anne Shackett, Francis & Irene Huard, David Sanborn, Brian Kellogg, Irene Wilkins, Cherie Lefevre, & Jane Paine
 - b. Absent – Sondra Sanborn
- III. Public Concerns - none
- IV. Reading of the By-Laws & Proposed Changes as follows:
 - a. **ARTICLE III, Section 4** – Shall be amended to read – “The Endowment Secretary shall maintain a detailed and permanent record of all lots sold. The specifics of each lot sale (to include purchaser name, address, cemetery location and lot #) will be obtained from the Sexton when proceeds are submitted to the Association. The Endowment Secretary shall, if necessary, assist the Secretary-Treasurer in the duties of that office.”
Motion to accept by Cherie Lefevre. Seconded by Brian Kellogg. Passed.
 - b. **ARTICLE II, Section 5** – Shall be amended to read – “Any and all Association financial records shall be available for public review upon request. If necessary, the Executive Board may hire an independent audit at any time.”
Motion to accept by Brian Kellogg. Seconded by Irene Wilkins. Passed.
 - c. **ARTICLE VI, Paragraph 1, second sentence** shall be amended to read – “The minimum principal balance of sums shall be kept in tact perpetually and only the interest and other income therefrom shall be used for the care, restoration or beautification of cemetery lots.”
Motion to Accept by Brian Kellogg. Seconded by Cherie Lefevre. Passed.
- V. Minutes of October 2015 meeting
Motion to Accept as presented by Brian Kellogg. Seconded by Cherie Lefevre. Passed.
- VI. Treasurer’s Report
Jane presented the 2015 yearend financials (see attached) and the YTD Jan-Mar16 financials (see attached)
Performance of the recently established Vanguard account was reviewed (see attached)
Motion to Accept by Anne Shackett. Seconded by Cherie Lefevre. Passed.
- VII. Endowment Secretary’s Report
One lot sale at Mountain View – Michael Labranche. Balance in the UB Savings Account = 1945.90 with \$200 due for Oct & Jan lot sales.
Motion to Accept by Francis Huard. Seconded by Irene Huard.
- VIII. Grounds Directors Report – David Sanborn report
Riverside – town crew cut the tree tops off one of the big trees, branches (luckily) fell on the other side of the fence-no need for additional cleanup. There are four lots that can be made available where the old toolhouse was. The lilac tree and info post will need to be moved. Going to ask Robert & Sons if they can do that for us. Mark Faith has an interested party for one of the lots already. There are three large stones that need repair (one near VFW, Gilman S. Rand & Harvey Day) David is going to try to fix at least one before investigating professional repairs.
Mountain View – nothing has been done on the road yet.

- IX. Election of Officers – meeting turned over to Anne Shackett as Vice President to solicit nominations for officers.
Motion made by Cherie Lefevre to elect the present slate of officers. Seconded by Francis Huard. Passed.
President: Dennis Smith
Vice President: Anne Shackett
Secretary/Treasurer: Jane Paine
Executive Committee: Sondra Sanborn
Endowment Secretary: Annette Smith
Grounds Director(s): David Sanborn & Francis Huard.
Trustees: Francis & Irene Huard (Plains), David & Sondra Sanborn (Riverside), Dennis & Lorinda Smith (Laporte & Randolph), Irene Wilkins & Jane Paine (Wheeler), Cherie Lefevre (Lakeview), Anne Shackett (Mountain View)
Meeting returned to Dennis Smith, as President

X. Unfinished Business

- a. Contract signed – Dennis met with Robert & Sons Lawncare, contract was signed. Their Certificate of Insurance is forthcoming. Dennis gave all members a signed copy of the contract. Robert is willing to meet with anyone to discuss issues at their individual cemeteries.

- b. Rules and regulations changes

VII. 7 Current – One full burial or two to four cremains may be buried in one 4' x 12' lot. Every interment of a casket shall be made of a one-piece vault with cover, both of steel or concrete (or other materials) as approved by the Association. All buried cremated remains shall require a cremation urn/vault made of steel or concrete (or other materials) as approved by the Association. These vault requirements will prevent sunken graves.

PROPOSED: In each 4' x 12' lot may be buried one full burial casket or one full burial casket and one or two cremation urns or up to four cremation urns. All urns of decomposable material (ie: wood, metal, cardboard) and all caskets must be interred in a one-piece vault of steel or concrete (or other material) as approved by the Association. These vault requirements will prevent sunken graves.

Motion to Accept by Brian Kellogg. Seconded by Francis Huard. Passed.

NEW VII. 8 or 9

Certain Association cemeteries shall make available cremation-only lots. These lots shall be (4' x 4') and may contain one or two cremains. Cremains must be interred in a permanent urn (ie: marble granite) or decomposable urn (ie: wood, metal, cardboard) interred in a cement vault. Markers may be only flat, ground-level markers. The Association will provide numbered lot markers and individual corner stones will not be needed.

- c. Randolph Project – 3 topics of discussion: see attached map

- i. Randy Merriam has given the MCA permission to use the area he cleared as a parking area. The town has had lawyers work on drawing up an agreement between interested parties. The town has agreed pull stumps and level and to provide the seed and topsoil. Robert & Sons quoted a price of \$300 to level and seed it. See attached documents for details.
- ii. Proposed New Row for Full Burials – The current road is too wide to be efficient. There is room to add a full row (about 45 lots) for full burials. There are still 20 lots available so this will be an on-going future project. Dennis will work with Mark Faith to plot out the lots. Row would be labeled "NN".
- iii. Proposed Cremation-Only Area – would allow for 40 4' x 4' lots – with potential of 2 cremations per lot. The Association would provide the numbered markers. Cost of each 6"x6" cornerstone/marker would be \$21.25 from Cleggs. Dennis would design and plot only 10 lots to begin the project requiring 20 stones. See attached design. Association believes cremation lots will be in high demand before long.
- iv. Motion made by Brian Kellogg to set the price at \$240 for cremation only lots. Seconded by Cherie Lefevre. Passed.

XI. New Business

a. Trustee Reports

Plains: Big lilac bush needs some trimming. All else looks good.

Riverside: report earlier under Grounds Director report

Laporte: Big pine on north end fell over the bank during the winter – saved us money having to remove. Some sections of the fence are in need of repair, rails coming apart.

Lakeview: Few leaning stones need straightening.

Mountain View: May need to consider cremation only lots on the area on the Cole Hill Road side where all the stumps have been previously dumped. Difficult to dig down far enough for a full burial without hitting something. Dave and Francis will take probes out and determine depth. The Association gave Mark approval to sell lots in the road that had previously been a right of way to the neighboring property. 10-12 leaning stones (2 lay flat) – few branches down.

Wheeler: Front fence is on-going project. First paint project was not as successful as hoped, paint chipping again. It will need to be resanded/ground down with electric sander and stained as the other 3 sides were done. Stain is removed by mower/trimmer around the bottoms of each post. This is unavoidable. Jane hopes to begin work on the front row in the near future (with family volunteers). May not be completed this summer. Big pine tree in left front corner lost a lot of limbs this winter. More limbs may need to be professionally removed to prevent damage to stones (or full tree removal in future). Many old leaning stones need to be straightened again.

Randolph: earlier report above.

Motion made by Brian Kellogg to approve the changes recommended for the Randolph Cemetery and the maintenance work discussed to be done at each of the sites (to include Randolph seeding, leveling, new plot areas, stone repairs, straightening stones). Seconded by Cherie Lefevre. Passed.

XII. Adjourn at 5:20 pm

a. **Motion made by Cherie Lefevre. Seconded by Irene Wilkins. Passed.**

Next meeting to be held in July 2016.

Respectfully Submitted,

Jane Paine