

**Town of Belgrade
Cemetery Committee
September 28, 2022 Meeting Minutes**

Members Present: Chairman Phil Sprague, Bruce Galouch, Michial Heino, Bob Lewis, and Sexton Corey Alexander.

With four committee members present and a quorum being satisfied, Chairman Sprague called the meeting to order at 6:30 pm at the Belgrade Town Office.

1. The minutes from the August 31, 2022, were approved after a motion Galouch/Lewis. Motion carried 4 to 0.
2. Chairman Sprague provided an update on the new plan # 5 recent developments. Phil advised that the first two rows for future lots have been measured and marked off. A third row will be completed soon. It is the decision of the cemetery committee and sexton to officially open plan 5 in the spring of 2023 with the continued emphasis of selling lots in plan 4 to fill that area first. It was decided that it will be the policy of selling lots to fill row one first before moving to row two, three and so on. Lots shall be assigned by the town sexton and not chosen/selected by eligible persons wishing to purchase.
3. A discussion was also initiated by Chairman Sprague regarding the need for further cemetery ordinance changes and updates to be drafted at a future meeting to address:
 - the need for a policy of a minimum of two spaces being sold per lot to accommodate monuments
 - the need for a more stringent policy regulating cemetery lot and grave decorations and the planting of trees, shrubs, and plants
4. It was discussed by the group that a notice be placed in the town newsletter reminding people of the cemetery closing date, cleaning of flowers/decorations off their lots for winter, and the need for folks to visit the town website to review the cemetery ordinance.
5. Sexton Alexander provided an update on the garage construction project. He advised that a contract has been agreed to and signed for a contractor to begin within a couple of weeks. The contractor will move two of the three garage bay door openings to the west end of the building to better accommodate parking for the trucks especially with plows and sanders installed. Three new overhead doors will also be installed. After that, the contractor will install siding on the building. The electrical, lighting and insulation work will follow. The sexton also discussed with the committee the need for a bathroom with a contamination shower, office space to be located upstairs, and an overhang area with cement floor attached to the south side of the garage to house trailers, snowplows, and sander.

6. A discussion was held regarding the ongoing problems with inappropriate grave/lot decorations, plant hangers, overgrown untrimmed shrubs that are in non-compliance with our ordinance. The committee decided to schedule a walkthrough of the entire Pine Grove Cemetery to document all violations. The walk through will be at 1:00 pm on Sunday, October 23, 2022. The plan is to try and contact the families responsible for the lots to have them take the appropriate action to come into compliance with the ordinance before we take action.
7. The committee was advised by Sexton Alexander that the budget process is well under way. The cemetery budget is almost complete and that he has met with the town manager and treasurer. The cemetery budget will be reviewed by the budget committee on Oct 12, 2022.
8. The group was presented a letter from Susan Hammond of Belgrade. She is the owner/authorized person of her family lot and is requesting permission to transfer ownership of two spaces to her brother. After discussion, the committee approved her request, and the sexton will make the necessary changes in the CIMS computer.
9. Bruce Galouch advised the group that he will be turning off the water to the Pine Grove Cemetery on October 23, 2022.

The next scheduled meeting will be for the Pine Grove Cemetery walk through only on October 23, as 1 pm.

With no further discussion to be had, Chairman Phil Sprague made a motion seconded by Mike Heino to adjourn the meeting at 9:00 p.m.

Minutes drafted by Committee member and secretary Michial Heino.