**Town of Belgrade**

**Cemetery Committee**

**June 14, 2023 Meeting Minutes**

Members Present: Chairman Phil Sprague, Bruce Galouch, Michial Heino, Bob Lewis, Nicholas Zaccaro, Sexton Cory Alexander.

With five committee members present and a quorum being satisfied, Chairman Sprague called the meeting to order at 6:00 pm at the Belgrade Town Office.

1. The minutes of the May, 18, 2023 were approved after a motion duly made and seconded Lewis/Galouch. The motion carried 5 to 0.
2. The committee discussed a request of Norman Davidson, the spokesperson for the Jean Stevens estate, to sell back to the town 2 lots in plan #3. On a motion duly made and seconded Galouch/Lewis that the request be approved and Sexton Alexander should complete the necessary paperwork. The motion carried 5 to 0.

The committee also re-visited a request to purchase lots by non-resident Todd Miller that was tabled from the May meeting. After further review of additional information and the ordinance, the group determined that the request was not in compliance with the cemetery ordinance. On a motion duly made and seconded Galouch/Lewis for the committee to deny the request and forward our recommendation to the select board.

The motion carried 5 to 0.

1. The committee discussed above ground burials within Pine Grove. It has been brought to the committee’s attention that there may be one above ground already and the potential planning for another future one by a family. Section 9.2 of the ordinance prohibits above ground burials in a mausoleum, columbarium, crypt or niche within town cemeteries. It was determined that Sexton Alexander and Mike Heino would investigate and report their findings to the committee.
2. A discussion was held regarding the ongoing issue of the abundance of decorations, colored stones and fencing around and on a certain lot located in plan #1 by the well. The lot is in noncompliance with ordinance rules sections 11.1 and 11.2 and cemetery appearance section 12.2 and 12.3 The family assigned this lot was notified in person while placing additional items on the lot by Mike Heino, Sexton Alexander and the town manager on May 25, 2023 of the noncompliance. They refuse to adhere to our ordinance. On a motion duly made and seconded Galouch/Zaccaro that the committee visit the grave site to assess and address the situation. The committee will make a determination and report to the town manager for possible action. The motion carried 5 to 0.
3. The group was provided an update on the grub issues. Sexton Alexander advised that the crew has begun the work of raking out and seeding grub damaged areas. Turf Dr. will treat during the week of June 26.
4. A discussion was held related to this year’s Memorial Day Service including the cost update and payments taken from the contracted services budget. Also included was the Veterans roll call and the necessity and inclusion of this item as part of the annual service. Chairman Sprague agreed to investigate and talk to the town clerk about the issues and report back to the committee.
5. The committee discussed the need for the flower account updating and possibly entering all the information into CIMS to simplify the record keeping. Chairman Sprague has the master list for the flowers and will work with Sexton Alexander and Assistant Sexton Merrill on updating. Sexton Alexander will investigate if there is a place within CIMS to note the graves requiring flowers, etc. He advised the graves of veterans/firefighters are noted in the system. This project could be accomplished during slow winter months.

8. The first responders’ memorial monument has been installed and final landscaping has been completed. The dedication ceremony was held on June 4th. The memorial committee has been dissolved and all future maintenance/mowing will be the responsibility of the town maintenance crew. Mike Heino will check on the amount of remaining donated funds that were transferred to the town for future maintenance.

9. Sexton Alexander provided an update on the cemetery crew, new assistant sexton and manpower allocation. The crew worked hard to prepare the cemeteries and other grounds for the Memorial Day weekend. A major clean up around the Veterans war memorial by the old town house has been completed. New flag poles with flags were installed. The majority of this work was done by Sexton Alexander and Assistant Sexton Merrill. Assistant Sexton Merrill is doing well with his training and accepting his new responsibilities. Sexton Alexander advised the committee that he’d like to hire one additional part time employee for the 2024 season.

10. Sexton Alexander approached the committee asking for their approval to move forward with the plan to build a 12ft X 40ft addition of a storage area on the south side of the existing garage. The plan includes a cement slab with a roof type overhang to store snow plows, sanders and other equipment and a needed bathroom with a slop sink and an emergency eye wash station. On a motion duly made and seconded Galouch/Heino that the committee give its approval to proceed. Motion carried 5 to 0.

The next meeting is scheduled for July 13, 2023 at 6:00 pm at the garage.

With no further items to discuss the meeting was adjourned by Chairman Sprague.

Minutes drafted by Committee member and secretary Michial Heino.