

LCC Minutes – May 11, 2021

The Lincoln Cemetery Commission held its regular monthly meeting on Tuesday, May 11, 2021 at 10.00a.m. at Town Offices. Present were Rob Todd, chair; Manley Boyce, Commissioner; Doug Harding, Commissioner and Valerie Fox, Cemetery agent, Colleen Wilkins, Finance Director, Dan Pereira, Steve McDonald, DPW Foreman and Susan Donaldson, DPW Office Manager.

1. The Minutes of the December 2020, March 2021 and April 2021 Cemetery Commission Meetings were accepted.
2. Susan Donaldson requested that Joey Cotoni be placed on the same timesheet schedule as the DPW. Colleen agreed to provide an additional timesheet for Valerie to use for Joey.
3. The Commission requested to follow up on signage with Jane Layton regarding dog walking and parking in the Cemetery.
4. Chris Gillis requested guidance on permissible amendments that he can make to his family monument. Manley Boyce reiterated changes can be made if the dimensions of the monument remain in conformity with the allowable dimensions.
5. Manley Boyce informed the Commission that he had met with Buzz Constable, on behalf of the LLCT and received approval for the planting of a blue spruce on the Wheeler field near the family plot, to commemorate their son. Valerie Fox will notify the Fairweather family.
6. Colleen Wilkins, Finance Director, presented a timeline and overview of the budgeting process. Colleen walked the Cemetery Commission through the process of increasing their budget through submitting a preferred budget. She informed the Commission that she could provide a history of prior spending and explained the process for a reserve fund transfer in case of emergencies. Colleen also explained how Municipal Relief Transfers can be directed to facilitate the balancing of budgets. The Cemetery Commission explained that prior to hiring a caretaker to assist the DPW, cemetery costs were covered by the DPW. The Cemetery Commission doubled the cost of interment fees last year to cover additional unanticipated fees (excavator rental or propane costs) and no longer apply these extraneous fees to grieving families. However, these fees continue to be billed to the Cemetery Commission's budget whereas the increased interment fees, are submitted to the General Fund. Colleen discussed making that point to the Finance Committee in a preferred budget request.
7. The Cemetery Commission discussed insurance options with Dan Pereira, Assistant Town Administrator. Dan will research insurance options to cover the cost of the shed and solar shed plus equipment, the liability on the Commission of a fallen tree or other natural disasters, who is responsible for repair and conservation of a monument following a natural disaster or in normal times and what are the Commissions responsibilities under the perpetual care law. Also, what is the Commissions responsibility regarding vandalism. Dan mentioned that the Cemetery landscapers contract covers damage to monuments if caused by them.
8. Rob Todd, will follow up with the Dallin museum regarding a value of the Boy and the Dog statue for possible insurance purposes.
9. Laurie Greenberg requested to have her half of her mother's ashes interred with a family friend. The Commission would require a letter from the owner authorizing this.

10. Gabrielle Griffin (Gruenberg) requested permission to erect a small monument on her family lot. This was approved but not to be installed until the Fern Way section of the cemetery has been officially opened.
11. The Commission voted to approve slanted or straight markers with a 6 inch base and 18 inch height for use at Fern Way.
12. Scott Parris has requested to inter his husband, Peter G. Davis cremain's in the Davis family lot. There is an note in the file that Peter Davis should have the use of 2 full lots. Mr. Parris was advised to discuss interment options with a local Funeral Home.
13. Jennifer Donaldson has requested additional trash barrels to be installed around the cemetery. The Commission voted to purchase 8 thirty two gallon dark colored trash barrels and place them around the cemetery.
14. The Caretaker is expected to return to work this coming week starting May 17.
15. The Ritchie flat marker was approved.
16. Valerie will contact Peter Harvell requesting bronze military veteran's markers to replace the plastic ones we are currently using.

Respectfully submitted,

Valerie Fox

Cemetery Agent