

Minutes of the Regular Meeting of the North Haven Cemetery Commission held at 7:00 P.M., on Wednesday, January 13, 2010, at the North Haven Town Hall.

Members Present: Ms. Gambardella, Dr. Rita Landino, Ms. Fredricksen, Rev. Scott Morrow, Mr. Michael Freda

Members Absent: Elizabeth Baptie, Julia Pohoda

Also Present: Edward J. Swinkoski, Director of Finance/Administration

The meeting was called to order at 7:00 P.M. by Ms. Gambardella.

The following materials were either mailed out to members prior to the meeting or distributed at this time:

1. Agenda January 8, 2010
2. Minutes of the Regular Meeting held on October 14, 2009
3. 2<sup>nd</sup> Quarter Reports FYE 2010
4. Sub-Committee Minutes dated October 14, 2009
5. Sub-Committee Minutes dated January 6, 2010
6. Comparative Fee Data Spreadsheet
7. Rules and Regulations, The East Lawn Cemetery
8. MCC Report, New Center Cemetery, June 2008
9. Letter dated November 12, 2009 from Mr. Howard Luppi

### MINUTES

After a brief discussion of the Minutes of the Regular Meeting held on October 14, 2009, Ms. Fredricksen moved their acceptance, seconded by Dr. Landino.

VOTE: All in favor.

### OLD BUSINESS

Rev. Morrow stated that the Sub-Committee has met twice and went over several issues concerning the maintenance and responsibilities of the cemeteries. He distributed copies of the Sub-Committee minutes, a Comparative Fee Data Spreadsheet and a copy of the Rules and Regulations from the East Lawn Cemetery. Rev. Morrow said that the division of maintenance responsibilities are that Public Works will handle post-funeral clean-up, plowing and miscellaneous repairs, the mowing and trimming, including spring and fall cleanup are subcontracted, and tree work falls under the Town's contracted services. He also recommended that the Commission explore the possibility of hiring a part time Superintendent to oversee the maintenance of the Town's cemeteries.

Rev. Morrow said that Phyllis Havens suggested that the Town increase the fees by \$75.00. Commission members reviewed the Comparative Fee Data spreadsheet and agreed with Ms. Havens. The Town currently charges \$700 for a grave, \$600 for a grave opening (Monday-Friday), and \$700 for a grave opening on Saturday.

Rev. Morrow then made a motion to increase the fees by \$75.00 for the sale price of graves and grave openings effective February 1, 2010.

Seconded by, Ms. Fredricksen.

VOTE: All in favor.

Ms. Havens also recommended that the cemetery records be restored and suggested the possibility of shifting the cemetery records to electronic format.

Rev. Morrow discussed the unsatisfactory work performance of Randy Guevin and suggested that we hire another contractor for the grave openings and closings. Further discussion followed with the Commission members agreeing that an RFP for this work be put out to bid. The Sub-Committee will meet to prepare an RFP and will give it to the Finance Office so that it can be advertised for bid. In the meantime, Rev. Morrow made a motion to authorize North Haven Funeral Home to hire a contractor on an interim basis for the grave openings/closings.

Seconded by, Ms. Gambardella.

VOTE: All in favor.

### NEW BUSINESS

#### 2<sup>nd</sup> QTR 2010 REPORTS

The reports were presented by Mr. Swinkoski and after a brief discussion Ms. Gambardella moved that the reports be accepted as presented.

Seconded by, Dr. Landino.

VOTE: All in favor.

### NEW CENTER CEMETERY RESTORATION RFP

Ms. Fredricksen said she spoke to Mr. Johnson of MCC and passed out MCC's report dated June 2008. Mr. Johnson said he is very interested in doing the restoration work at New Center Cemetery.

Ms. Fredricksen then made a motion to proceed with an RFP for the preservation of the monuments at New Center Cemetery.

Seconded by Ms. Gambardella.

VOTE: All in favor.

USE OF THE CEMETERY

Ms. Fredricksen spoke to a Professor Stefano Gagliarducci who is very interested in the graves at New Center Cemetery. He has relatives that were buried there in 1912. He is making a documentary and will be coming to North Haven in February to film at New Center. Ms. Fredricksen told him he could film at the cemetery and she said she would notify the Police Chief and Brian Havens.

OTHER

Ms. Gambardella asked Commission members if anyone has heard from Taylor Jacobs who is a Boy Scout and working on an Eagle Scout Project. His proposed project is to make an all-weather display case containing a map of Old Center Cemetery. Mr. Palma said that Ms. Gambardella should check with Lynn Sadosky.

Ms. Gambardella also suggested that the Commission schedule a Special Meeting to hire a grave digger.

Ms. Gambardella then made a motion to call a Special Meeting on Wednesday, March 3, 2010 at 7:00 PM to discuss the selection of a grave digger.

Seconded by, Ms. Fredricksen.

VOTE: All in favor.

ADJOURNMENT

There being no further business to come before the Commission at this time Ms. Gambardella moved to adjourn the meeting at 8:15 P.M.

Seconded by, Rev. Morrow.

VOTE: All in favor.

Next meeting is scheduled for April 14, 2010.