Orange Cemetery Commission Meeting – Draft Minutes

Tuesday, March 23, 2021, 4:30 PM

In attendance: Commission members Clark Agnew, Steve Pratt and Rod Coronado

Call to order

Ms Youngman opened the meeting at 4:30 pm stating that as soon as the Commission elected a Chair, she’d turn the meeting over.

Agenda Revisions

None

Nominate and appoint a Commission Chairperson for year beginning after town meeting 2021 and ending at the last meeting before town meeting in 2022.

On a motion made by Mr. Agnew and seconded by Mr. Pratt, Mr. Coronado was elected commission chair for the coming year.

Review and Approve People’s United Bank Resolution authorizing the transfer of all cemetery funds to one Securities account managed by People’s Security.

Ms. Youngman walked the Commission through the bank Reconciliation and explained to new member Mr. Coronado the steps taken so far to consolidate the 4 existing cemetery accounts to one new account. On a motion made by Mr. Agnew and seconded by Mr. Coronado, the commission approved the Resolution and the opening of the new account.

Ms. Youngman gave a synopsis of the 2020 earnings of the existing securities accounts, and indicated that investment income and losses would be posted to the new cemetery perpetual care account annually, and increases in value used to fund needed cemetery repairs. The Commission will only ask taxpayers to subsidize the difference between need and income going forward.

Review pamphlets

The members reviewed the existing informational pamphlet. Mr. Pratt pointed out several instances of outdated, gender biased language. Other needed revisions were pointed out. Mr. Pratt and Mr. Coronado will work on revisions for presentation at the next Commission meeting, date to be determined.

The commission reviewed current pricing, and discussed the need to charge more for oversized urns. Mr. Pratt told the Commission that Carroll Concrete will give us a better deal if we open an account with them. Mr. Coronado will pursue that.

Treasurer’s Report

No further discussion was deemed necessary since it was all covered under Bank Resolution agenda item.

Other Business

Mr. Coronado talked about the State publication “Digging Deep” and questions he had pursuant to reviewing it. The publication requires an annual audit, and he asked the process for that. Ms. Youngman showed him the layout in the town report and indicated that the numbers come from the town’s accounting software.

He also discussed our need to survey all cemeteries and complete a list of repairs, in order of urgency. Mr. Pratt informed the Commission that there is a growing dump of plastic flowers behind the shed in Brook Haven, and said he’d remove it.

Mr. Coronado talked about Peake Cemetery and ongoing access issues. He’s done some research and will spearhead efforts to resume upkeep of this cemetery.

Adjournment

With no further business to discuss, Mr. Coronado made a motion to adjourn at 5:13 pm. The motion carried unanimously.