

March 29, 2024 215pm Cemetery Commission Meeting Minutes

215pm: Meeting called to order with cemetery commissioners Clark Agnew, Rod Coronado and Michael Raboin present. Town clerk Ginny Raboin and select board member Kevin Wilson also in attendance. No agenda revisions.

218pm: Discussion on electing a chair, motion by Clark Agnew to re-appoint Rod Coronado, seconded by Michael Raboin. It was discussed that the role of the chair would be explained to CC Raboin who was elected to CC at Town Meeting 2024.

225pm: Cemetery investment policy discussion on perpetual fund deposits & transfers. The existing policy which was enacted on 08/18/19 was reviewed and amended to better reflect the intention of the perpetual care fund to be the recipient of all Brook Haven lot sales and for interest from that investment to be directed towards the maintenance of all town cemeteries. CC Agnew recounted that the intent of the perpetual care fund was to ensure capitol for the expansion of Brook Haven Cemetery in the future. Upon review of town records, those in attendance were unable to determine the total amount for lot sales in 2023. This is the amount that should be deposited into the perpetual care fund on an annual basis. CC Coronado stated he would contact the previous town clerk to inquire about the process for any online accounting for plot sales and that he would review town cemetery deeds to determine how many lots were sold in 2023.

327pm: Town clerk made a phone call to investment firm and a meeting was discussed between representative Troy from Wilmington Advisors and the designated Cemetery Investment Policy Committee which will be determined upon its presentation to the select board for a vote on amended policy at the next select board meeting in April 2024.

357pm: Upcoming burials were discussed with the first being a cremation interring on May 25th and the second being another cremation interment on June 8th. Availability amongst CC members was discussed with CC Agnew stating that he would be unavailable the first two weeks of April. CC Raboin stated his unavailability for the 4th of July weekend and CC Coronado stated his planned unavailability for the month of June 2024.

400pm: In other business, there was a motion and vote to approve CC Agnew to purchase at least 4 sheets of new plywood to be used during full burials. Also discussed was possible action to take should any cemetery roads become impassable due to mud this Spring.

410pm: CC Agnew makes motion to adjourn, seconded by CC Raboin. Meeting adjourned