

December

9,2015

### Duxbury Cemetery Commission

Minutes of meeting held on December 2, 2015

Meeting brought to order at 5:30pm

Present: Erin Campos, Gloria Rapalee, Wayne Langlais

#### **Financial Update**

The members had a discussion clarifying fiscal years and historical funding.

There will be new funding, if approved by the voters at the March town Meeting, available July 1,2016

Checking account balance at Merchants Bank= \$3328.40

Perpetual care CD account =\$2219.18

We are working on a spreadsheet to submit to the town for the fiscal year 2016 funding request.

#### **Request for proposals for maintenance of cemeteries**

The commission discussed and edited the draft RFP for maintenance.

Erin will make the agreed upon edits and will send them to the other members for final approval.

#### **Policies and Procedures**

The commission changed the wording on the closed town-owned cemeteries restrictions to include 'with prior approval of the DCC' within the context of plantings.

Erin will update all documents that reference this.

#### **Rules and Regulations**

The maintenance section was amended to include the new RFP process.

The change in permission to plant was also added to this document.

#### **Perpetual Care**

Wayne created a donation/trade agreement with local athletic leaders to use the clay that is left over from graves and stored at the north end of Phillips Cemetery. This clay would be used to resurface pitcher's mounds at local athletic fields. The recipients may or may not contribute donations to the DCC perpetual care fund. The commission is happy with this goodwill agreement within our community. An additional benefit is the overgrown pile of excess clay will be cleared away eliminating an eyesore in an otherwise well kept cemetery.

Meeting adjourned at 6:40pm

Respectfully submitted,  
Wayne langlais

