

## Meeting Minutes Corinth Cemetery Commission

**Date:** 5/3/2024

**Location:** Town Hall.

**Time:** Meeting come to order at 6:02 PM

**Present:** Raymond Moulton, Luke Campbell, Norm Collette

1. To approve meeting minutes to the June 14<sup>th</sup> 2023 & Oct. 26 2023 Meetings.  
*Raymond moved to approve both minutes from Tilloston ROW meeting on June 14/23 & The Corner Erosion/FEMA issue meeting of Oct. 26 23. Luke 2<sup>nd</sup>. No further discussion. All in favor so carried.*

2. Welcome Luke Campbell/Introduction.  
*Long introduction & good conversation.*

3. Election of officers.

*Chairman: Norm moved to seat Raymond as chair. Luke 2<sup>nd</sup>. No discussion all in favor so carried.*

*Secretary: Raymond motioned to seat Norm as secretary, 2<sup>nd</sup> Luke. All in favor so carried.*

4. Rate adjustments/discussions/actions.

*Present Labor Rates: \$14.00 & 18.00.*

*Present Equipment Rates: \$16.00 Rider/7.00 Trimmer, chain saw, push mower, truck tools.*

*Raymond moves that we no longer have two labor rates and that we keep up with going rates by raising the labor rate to \$20.00, one rate. Luke seconded the motion. No further discussion. All in favor so carried.*

Raymond moved we adjust the equipment rates as follows.

*\$15.00 Rider/\$7.50 Push Mower, Trimmer, Chainsaw, Truck, Tools.*

*And VT State rate for Mileage as needed when applicable.*

Norm 2<sup>nd</sup>. No further discussion. All in favor so carried.

5. Review & update on the FEMA funded project at the Corner Cemetery.

We discussed the problem Norm has been having with FEMA over the river bank project that has already been studied/plans drawn/permit in place for river bank restoration/Bids requested/Bid decision was with Ricker Excavation the lowest bid at \$38,300. 25% of which we will need to pay, and all of which we will need to pay up front.

*We are still waiting for the final approval and we are now well into the construction season.*

*Norm is contacting them every week in hopes of a final determination so we can move forward to get the job done.*

6. Discussed hiring Calvin Dealmeida to help Norm in cemeteries.

*Raymond made motion to hire Calvin Dealmeida to help in cemeteries as needed, Luke 2<sup>nd</sup>. No further discussion. All in favor so carried.*

*Before we moved on we discussed hiring a granite company with their boom truck & assistant to help do some old monument repairs on occasion. Norm to contact Green Valley memorials out of Randolph whom he worked with last year to see what they would charge per hour/per day to send their tech out to help with some of these projects so that we can discuss this at our next meeting.*

**7. Financial management policy brief review.**

*Norm moved that we establish a new directive/request for the town treasurer to include the following:*

- 1. Start a Fidelity Checkbook with electronic transfers connected to the General Fund SPAAX/ Core/Cash account for ease of moving funds to and fro and for ease of bookkeeping.*
- 2. Title the accounts in Fidelity accounts according to our previous instructions so that the statements come though with the proper titles so as to simplify understanding for anyone looking at them. There is no simple way to determine which account is which otherwise. These titles include the original amount of funds that were put into the account, and any additional funds that go into the accounts need to be added to the figure in the title box each time it is deposited into an account. This is a very important & simple procedure.*
- 3. The PCF core accounts need to be set up so income goes automatically & directly into the General Fund core account so that these income funds (Capital gains, Dividends & Interest) can be used to maintain the cemetery's.*

*Raymond 2<sup>nd</sup>. No further discussion, all in favor so carried.*

*Norm will communicate this directive/request to Dick in meeting minutes form in hopes that Dick will sit down and get this done so that the accounts all work as designed.*

**8. By-Law changes discussion/action.**

*Change/Update rate lists for plot sales etc/restrict sales of plots to taxpayers & by commissioner approval/Go over memorial sizes recommended/And any other changes we deem necessary after reviewing of the document.*

**9. Any other business that comes before the board.**

*Discussed new granite gate posts at the Center along with the fencing along the front. This is much needed and we will study further so we can discuss at our next meeting.*

Luke moved that we adjourned at 8:25. Norm second. No discussion. All in favor so carried.

**Cemetery Commissioners-3 Years:**

Raymond Moulton. Chair, ends 2025, 439-5465.

Norm Collette Secretary ends 2026, 685-3812.

Luke Campbell. Ends 2027.