**Corinth Vermont Cemetery Commission**
**Meeting Minutes**
**APPROVED**

**Date:** June 24, 2025
**Time:** 6:00 PM
**Location:** Corinth Town Hall

**Raymond Moulton called the meeting called to order at:** 6:14 PM.
**Present:** Raymond Moulton (Chair) Norm (Sec) , Luke Campbell.

**1.** Approve the minutes to our last meeting of 5/3/24:

Norm brought up line item 6. Discussed hiring Calvin Dealmeida to help Norm in cemeteries, and that the resulting Motion did not specify how we would hire Calvin Dealmeida.
*Original 5/3/24 Motion:* Raymond made motion to hire Calvin Dealmeida to help in cemeteries as needed, Luke 2nd. No further discussion. All in favor so carried.

*Raymond made a new motion to correct the 5/3/24 minutes by adding "on the payroll" to the hiring decision, and to accept the minutes of 5/3/24 as read.*
*Corrected New Motion: "To hire Calvin Dealmeida to the payroll to help in cemeteries as needed", and to approve the minutes of 5/3/24.*
Seconded by Luke. No further discussion. The motion passed unanimously.

**2.** Confirm Hiring Calvin DeAlmeada onto the payroll.
*Norm Made motion to skip over line item 2. Raymond second, no further discussion. The motion passed unanimously.*

**3.** Discuss and act on approving commissioner Norm Collette to be placed on the 6 Fidelity accounts with Financial Clerk Shirley Momtagne, in order to manage and secure our accounts going forward, and to insure that we have two signers on the account.

*Raymond made the motion that we approve Finance Clerk Shirley Momtagne & Commissioner Norman M. Collette to be signers on the 6 Fidelity Accounts & the Community Bank checking account.*
*Luke second, No further discussion, The motion passed unanimously.*

**4.** Discuss and the option of opening a Fidelity checking account with electronic transfer options set up and connected to the Cemetery General Fund.

*Raymond moved that we approve opening a Fidelity checking account solely connected to the General Fund Government Money Market (SPAAX) Cash Account ending in #532. And that electronic transfer capability is set up between the Community Bank Account & The Fidelity General Fund Government Money Market (SPAAX) Cash Account ending in #532.*
*Luke second the motion, no further discussion. T*he motion passed unanimously

**5.** Discuss & act on the warrants format & filing going forward.
*Norm Moved that we skip over line item 5. Ray 2nd. The motion passed unanimously.*

**6.** Discuss the towns ongoing town treasurer problems, and if we should be taking over our own

accounting.

Raymond moved that we state the following: “The treasures office has historically accounted for the towns cemetery accounts, along with the paying of bills, and that the treasurers office should continue to be responsible for taking care of said cemetery accounting and bill paying”.
*Luke seconded the motion.*
Further discussion: Norm stated that the last time we had a treasurer to give the cemetery accounts the time of day they needed, was in 2018 when now retired treasurer Susan Fortunati had stated she would average 5 hrs a month on these accounts. Also discussed was getting the cemetery accounting system onto the NUMERIC system. This is very important and we have made no progress with achieving this for the last 6 years...
*Nor further discussion.*
*The motion passed unanimously.*

**7.** FEMA Report Corner Cemetery.

*Norm Collette had nothing to report except the fact that though the funds were finally approved, the town has not yet received them.*

**8.** Approve Luke Campbell to look into the Cemetery Organizing Software that is available to report back to us as to if this is something that we could benefit by.

*Luke Campbell expressed and interest in looking into programs that could aid the commission.*
*Norm made the motion to have Luke check out what is available and report us.*
*Ray 2nd The motion passed unanimously*

**9.** Discuss in brief and act on Cemetery Plot Sales, Bi-Laws & Financial management Policy.

*Healthy discussion. We agreed that we have some updating to do with both the bi-laws and the financial management policy in order to bring them up to date. This winter we hope to be a good time to catch up on these projects. As for restricting selling plots to taxpayers only, the terminology would have to be right and we agreed that legal counsel would best be consulted.*

**10.** Any other business that may come before the cemetery commission.

*Norm move to adjourn the meeting, Raymond seconded, no further discussion.* The motion passed unanimously. The meeting ended at 7:45PM.