

Warren Cemetery Commission Meeting Minutes

(draft)

April 7, 2025

Present: Charlie Snow, Julie Burns, Brent Adams, Jeff Campbell, Camilla Behn

Called to Order 5:10 PM

Charlie presented quotes from Hawk Creek, AH Fence and White's Fence for replacement of existing wooden perimeter fencing in the village cemetery with vinyl. Charlie will get an additional estimate for stainless collars to cover post bases so that weed-whacking won't damage posts.

No commitments were made for this work until the Commission better understands the use of Perpetual Care (PC) Funds and what can be considered capital expenses. Julie will investigate further and ask the Town auditing firm the question about capital expenses.

Anticipated expenses include (estimates, need firmer numbers):

- New dog signs to replace damaged ones- \$500
- Flowers- \$120
- Flags- \$500
- Gate- \$600
- Balance of Broscares bill- \$500

Discussion of Commission's ability to pay expenses from income charged for sale of sites. It is unclear what Perpetual Care funds cover and whether the current balance in that account is adequate to cover all graves at this time or perhaps there is extra money in that account that can be used for operating expenses.

Need answer to whether \$50 PC fee is per site or per burial, also need to get count of sites/burials to establish amount needed in fund.

Brent will follow up with Reta regarding any cemetery records that have been digitized.

Charlie will try next week to get the gate installed at the top of "Brook Rd" entrance to the cemetery. We will leave two existing posts and hang a plastic chain with a sign warning people there is no exit that way and then install two new posts for the new gate.

Discussed April 2, 2025 email communication to Jason Neal from Paul Hanke (Camilla cc'd) in which Mr. Hanke proposes that Jay compensate him the equivalent amount that he would have charged the Cemetery to trim the lilacs that he was not supposed to trim. Commissioners agreed that Charlie would speak with Jay to ask him what that amount would be and that if the Town pays him the \$500 balance we owe to Broscares, Jay would be obligated to then pay Mr Hanke the agreed upon amount.

Town cemeteries will officially open on May 15th. Julie will plant flowers in barrels.

We do have a burial scheduled for May 10th as an exception.

Adjourned 6:20PM