TOWN OF CHEBEAGUE ~ CEMETERY COMMITTEE MEETING MINUTES

Date: May 30, 2017 PM

Present: Beth Wiles; Binkie Boxer; Laurie Curtis; Donna Damon; Marianne Durgin; Jane Frizzell; Kendra McKinnon; Ann Thaxter

It was moved and seconded to accept the minutes as written from last meeting.

Announcements

A total of $662.44 is left in our budget from which some expenses will be paid including two paychecks to the Cemetery Superintendent. The new Fiscal Year begins July 1st.

Chris Stilkey will come to prioritize stonework on June 27th at 10:30 AM. Beth will meet the boat to pick up Mr. Stilkey and bring him to the cemetery where all committee members who are able to be present will gather.

Cemetery Superintendent’s Report

Ann reported Cemetery Clean Up was a great success. More pine needles are available for island gardeners should they want some. Ann will thank the community for their help formally in the next Calendar.

Ann noted one recent cre-main and one burial. Two cremains and a burial are planned in the near future.

Regarding the use of an old family plot and establishing kinship, a state law dictates policy and procedure. Donna Damon is writing up additions and recommendations from our committee which will go to the selectmen for review. A copy of her Monument/Marker Repair Policy was shared and will be included in a notebook with current Cemetery Committee minutes that Laurie Curtis will provide at the next meeting.

It was decided that paperwork regarding removal of cremains will be discussed next time.

Questions raised by committee members included:
   1. Does Richardson’s do repairs?
   2. Who fixes sinking stones besides Bo?
   3. What is the legal definition for Perpetual Care? Beth is researching what Perpetual Care is in the State of Maine besides keeping the cemetery mowed.
4. What happens if an unsafe issue arises with a modern stone and many relatives are in the deceased person’s family? Do we post a public notice to ask who is willing to contribute some payment to fix stone?

**Action Items**

Discussion continued about safety being the committee’s prime concern. A motion was made and passed that we meet at **9 AM on June 13th** for a walkabout at the cemetery to survey and mark the stones Ann Thaxter suggests Mr. Stilkey repair, right, and secure or lay down.

It was noted that the committee did not have time at this date to apply for a grant from Recompense to support a Cemetery Committee project but we will consider doing so next year.

Both Susan Wolfry Teachout and Beth Howe will receive cards and gift certificates from the Niblic for their service to the committee that Ann can pay for from the cemetery’s budget.

Ann will also ask Margery regarding liability if someone is hurt while working in the cemetery.

Donna officially thanked Beth Wiles for organizing a successful Memorial Day service. The committee agreed that reading letters written by Chebeaguers during their time of military service was a wonderful addition to the ceremony. Beth suggested that next year Cemetery Committee members divide the children in small groups around to take around to the graves while laying the swags.

Jane Frizzell moved and Binkie Boxer seconded that we accept the Notification Letter for Monument/Marker Damage with minor corrections prepared by Donna and Binkie. The motion was unanimously accepted.

The committee agreed to next meet (fourth) **Tuesday, June 27th at 6 PM at Parish House**.

**Meeting Adjourned.**
Leila Bisharat contacted Ann T. to inquire if the Recompense could help with financial aid. Leila felt stone repair was a valid Recompense Funding project as it is maintaining the Island Cemetery. There was discussion as to whether or not tree work should be a consideration or whether we would prefer to use all potential funding for stone work. Ann will meet with Leila to see if we qualify due to our funding balance and if so, what steps are involved for writing a grant proposal.

Committee agreed that the annual clean-up date would be **Saturday, May 20th at 9:00AM**, with a rain back up date of Sunday, May 21st at 1:00PM.

Binkie will be responsible for cups, coffee, cream & sugar. Donna will provide water and make posters. Jane, Kendra, Beth and Ann will bake food items.

The Committee reviewed Donna's proposed Policy and Procedure for the above captioned topic. After minor editing, Jane F. made a motion and it was seconded by Beth W. to accept the Policy and Procedure and have Donna forward it to the Town Administrator for future review and presentation to the Town Selectmen. All members were in favor.

**Action Items:**

- **Ann:** Check with Leila regarding Recompense Fund.
Bake for Clean Up Day

**Donna:** Present Policy and Procedure to Town Administrator
Provide water for Clean-Up Day
Make posters and post signs for Clean-Up Day

**Beth:** Contact Stilkey
Review Perpetual Care definition
Meet with Town Administrator for her input as to Perpetual Care, as well as interest
question. Bake for Clean-Up Day

**Jane:** Bake for Clean-Up Day

**Kendra:** Bake Clean-Up Day

**Binkie:** Purchase cups, coffee, cream & sugar for Clean-Up Day

Other items on agenda will be discussed at next scheduled meeting: **Tuesday, May 30th at 7:00 PM at Parish House.**

**Meeting Adjourned.**