CHEBEAGUE ISLAND CEMETERY COMMITTEE MINUTES

DATE: January 29, 2019

ATTENDANCE: Members: Beth Wiles, Kendra McKinnon, Allyson Smith, Jane Frizzell, Laurine Curtis (via cellphone) Donna Damon; also Ann Thaxter and Gloria Brown.

APPROVAL OF MINUTES:
Motion was made by Kendra and seconded by Laurie to approve the minutes of the October 30, 2018 and January 15, 2019 minutes. The vote was unanimous.

FINANCIAL REVIEW – WORKSHEET UPDATE:
• Discussion regarding whether the proposed budget amount of $6500 for wages is adequate: It was noted that at the January 15 budget workshop, Town Administrator Marjorie Stratton proposed the figure as being adequate. She also assured the committee that if that line went over $6500, Ann would still be paid and money could be transferred within the cemetery budget to fund the overage.
• Discussion regarding scope of the cemetery mapping project and funding for it: There was general agreement with Kendra’s recommendation that the committee hire a professional to map the entire cemetery, including pins on the ground in the newest section, including the cremation garden. The work may have to be in phases with the newest section being done first, but all sections done by the same company.
  o We have a proposal from Independent Archaeological Consulting of Portsmouth, NH for the “unmapped section.”
  o More information is needed. Beth did some preliminary research on line; Gloria will follow up on some of the companies she found. Beth will call the State of Maine, Allyson will call Yarmouth, Jane will call North Yarmouth, Donna will call Cumberland, Brunswick and the company in Portsmouth.
  o The questions that need answers from other cemeteries are: Have you expanded recently and had mapping done as part of the project? What company did the work? Did the work include pinning to the ground? Were you happy with the work that was done?
  o Committee members were asked to send results of phone calls to Beth and Donna prior to the next meeting.

Superintendent’s Report
Discussion regarding tree removal: large dead trees to be replaced by deer-resistant bushes/shrubs for safety’s sake.

Budget Detail – Contractual Services Budget Line for 2019-2020
This will be firmed up at the February meeting.
Budget Detail – Capital Reserve Fund Request
Discussion regarding the committee’s proposal to ask the Board of Selectmen to designate $2000 in the FY2020 budget to the Cemetery Capital Reserve for restoration and repair of gravestones. The plan is to make the proposal in writing.

Set Cemetery Meeting Dates for 2019 Calendar
Everyone agreed to continue meeting on the last Tuesday of each month at 5:30 PM at the Parish House.

The meeting adjourned at 6:50 PM.

Next Meeting: Tuesday, February 26th at 5:30 PM at the Parish House