

**Cemetery Committee Meeting
Marlborough Town Hall
Thursday, September 21, 2023
9:00 AM**

Minutes are considered draft minutes until approved at the following meeting

1. CALL TO ORDER

Kris Hudock called the meeting to order at 9:03 AM.
Present and seated were: Kris Hudock, Terry Parker and Joan Christmas.
Also present: Chris Passera – Sexton
Absent: John Larensen and Sheila Guzman

2. ACCEPTANCE OF MINUTES 5/18

J. Christmas made a motion to accept the May 18, 2023 minutes as submitted. T. Parker seconded. Motion passed.

3. ADDITIONS TO THE AGENDA

No additions to the agenda

4. SEXTON'S REPORT

a. Sales
Monument application & overtime: \$135.00

b. Sales
June, July, August: \$2,400.00

c. Burials

12 burials June through July \$2,535.00

Maintenance Update

Purchased new pins for Jones Hollow Cemetery

5. NEW BUSINESS

a. New Doors for Vault

The vault doors at Marlborough Cemetery are not weather tight. Lowest bid selected. Doors on order for \$3,850.00.

b. Columbarium Hardscaping Report

Discussion of hardscaping options. Chris Passera collecting bids. Discussed publicizing the columbarium.

Terry Parker made a motion to authorize up to \$7,000 for the columbarium hardscaping. J. Christmas seconded the motion.

Motion passed.

c. November Cleanup

Scheduled for November 4, 2023 at 9:00 AM. Kris Hudock emailed Boy Scout troop 39.

d. 2024 Calendar

J. Christmas made a motion to accept the 2024 calendar. T. Parker seconded the motion.

Motion passed.

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Meeting dates: January 18, March 21, April 18, May 16, June 20, September 19, October 17 and November 21, Town Hall 9AM.

6. UNFINISHED BUSINESS

a. Ground Penetrating Radar Report

Ground penetrating radar completed. Board of Selectmen approved using mapping funds.

b. Documentation

Have not obtained all the cemetery records. Spreadsheet will be used to save collected data.

c. Neglected Cemetery Grant

Reset leaning headstones/bases, repair gate, remove scrub trees. Discussed Historical Society's cemetery tour scheduled for October and possible trip hazards.

7. UPDATE

a. Cemetery Balances

General Maintenance expenses: \$24.97

Cemetery Revenue Fund: Year to date since July 1, 2023 - \$9,870.00

Special Gift expense: \$49.79

Transfer of funds revenue \$1,700.00

b. Documentation

Previously discussed

c. November Cleanup

Previously discussed

8. CORRESPONDENCE

No correspondence

9. PUBLIC COMMENTS

No public comments

10. ADJOURNMENT

J. Christmas made a motion to adjourn the meeting at 10:10 A.M. T. Parker seconded.

Motion passed.

Respectfully Submitted,

Debbie Pearson, Board Clerk