

DURHAM CEMETERY COMPANY

P. O. Box 56
Durham, Connecticut 06422

May 4, 2011

Revised Minutes

President Brown called the meeting to order at 7:35 pm in the Durham Town Hall Third Floor Meeting Room.

Officers and Directors Present: Mary DiMella, Tom Palmieri, Maggie Peterson, Peg Atwell, Ken DiVito, Gerry Brown, Dick Olsen, Greg Burritt, Kim Garvis, Laura Francis, Simone Howe

Secretary's Report: Corrected November minutes filed with the town clerk's office. March 2011 minutes filed with the town clerk. All deeds have been processed, mailed and cemetery maps notated. Clean up notice was published in the Town Times. Jonathan Field called – his interest in repairing the Field family headstones was generated by a 100+ year family reunion. Relatives in another state were working to preserve headstones and encouraged other family members to do the same. Jonathan also expressed interest in becoming a member of the Durham Cemetery Company. Contract signed by Torrison and given to the treasurer. Address of the three cemeteries obtained from Bill Milardo, Building Dept:

3 Old Cemetery Road
32R Town House Road
51 Mica Mill Road (new section of Mica Hill Cemetery)
53 Mica Hill road (Mica Hill Cemetery)

Motion by Dick Olsen, seconded by Greg Burritt to approve the secretary's report as presented. The motion passed unanimously.

Motion by Tom Palmieri, seconded by several to approve the minutes of the March 9, 2011 meeting as presented. The motion passed unanimously with one abstention (Laura Francis).

Sexton's Report: For period ending May 4, 2011. There were three lots sold at Mica Hill Cemetery. There were three burials in Mica Hill, and one cremation in Center Cemetery. Spring clean ups, and removal of Christmas decorations have been completed. Settled graves have been filled. Lawn mowing has begun.

Motion by Tom Palmieri, seconded by Greg Burritt to accept the sexton's report as presented. Motion passed unanimously.

Treasurer's Report: The portfolio is down a little bit the last couple of days but has recovered nicely from the huge decline. The American General Financial Bond due March 15, 2011 was called (cashed). Key Corp was sold at a loss in March and purchases of General Mills and Telefonica SA were made. Telefonica SA is a Spanish company that does the majority of its business in Central and South America. It produces a good dividend. Zygo is starting to recover and will be sold if it gets back to the purchase price.

Laura asked if there was any intent to make payment to the town. Tom replied payment is made each year to the town based on the sale of lots. To date that figure would be \$6,000 x

25%. If the portfolio grows enough the Cemetery Company may be able to make a substantial payment to the town. This will be reviewed in the next fiscal year.

Tom reviewed the budget for fiscal year 2011-2012. There is an increase in Ken Jay's services in the amount of 3%. There is an increase in General Office expenses of approximately \$500 for insurance. Income generated from the portfolio should cover the projected expenses.

Motion by Ken DiVito, seconded by Simone Howe to accept the treasurer's report as presented. The motion passed unanimously.

Motion by Laura Francis, seconded by Greg Burritt, to approve the 2011-2012 gross budget of \$46,000. The motion passed unanimously.

President's Report:

1. **Gulielmetti Repair:** The Gulielmetti stone has fallen completely over from the winter storms. Peg mentioned a new footing is needed. She also mentioned there are two other stones in need of repair: The Samuel Hart stone on the south side came out of the ground and fell over. In the center section between Andrew Hall and the Parsons stone is a little stone that was broken off and placed near a rose colored monument that says "Green." Gerry mentioned that family members should arrange for stone repairs. If there are no family members then the Cemetery Company will ask Ken Jay to make the repairs. Kim stated she had mentioned the Gulielmetti stone to Ken and he said it would probably cost about \$500 to reset. Mary stated that many years ago, families paid for perpetual care which should include stone repair. Gerry replied that perpetual care is for maintenance of the cemetery grounds, not stone repair. Families purchase the headstones and should pay to repair them. Gerry continued that perpetual care never included stone repair, however, the DCC has been repairing the stones. The secretary will give the sexton the list of stones to be reset or fixed.
2. **Connecticut Cemetery Association:** Gerry reported that the Connecticut Cemetery Association is a relatively new association but he thought it important to become a member and has joined for a membership fee of \$100. Becoming a member of the Connecticut Cemetery Association automatically makes him a member of the New England Association which is 100+ years old. The New England Association will be having its conference at the end of June and he would like to attend. He believes there is much information that could be helpful to DCC by being a member of these associations. The members agreed and were in support of Gerry's membership and attendance at the June conference.
3. **Schedule Site Walk:** Site walk scheduled for Thursday, May 12, 2011 at 6:00 p.m. Members will meet at 3 Old Cemetery Road to walk the Old Cemetery, then continue up to Mica Hill Cemetery for a site walk.
4. **Multiple Grave Purchase:** Gerry is concerned that the low cost of Mica Hill Cemetery plots could cause someone in the future to purchase many lots which could then be assigned to non-Durham residents. He believes that DCC regulations should limit the number of lots that one person can buy. The Durham cemeteries were formed to serve Durham residents. After some discussion the following motion was made:

Motion by Gerry Brown, seconded by Laura Francis to add to the Durham Cemetery Company Regulations: Any purchase by one person at one time of more than four grave lots shall require that person to come before the Durham Cemetery Company

Board of Directors for approval before the purchase takes place. The motion passed unanimously.

Motion by Laura Francis, seconded by Greg Burritt to approve the President's report. The motion passed unanimously.

Old Business

1. **Bids for Driveway Extension at Mica Hill:** Three bids were received for work to be done to access the Mica Hill Road work area and road extension: a) Kenny Jay \$4,060; b) Whitehouse Construction \$4,250; c) Affordable Excavation \$5,400. Not only was Kenny Jay's bid the lowest but he had the best plan which includes: excavation for roadway 100 ft long by 20 ft wide. Excavate to a depth of 10" compact subgrade. Supply and spread 1.25" process stone to a depth of 8". Grade and compact with vibratory roller. Grade excavated material downhill towards Mica Hill Road. Install silt fence at bottom of excavation material to prevent runoff.
2. **Wall Repair:** Stone wall repair at Center Cemetery. The contract has been signed by both parties and Tom sent Torrison the initial payment. Simone will see or call Torrison in the next couple of days to ascertain when the stone repair will begin.

New Business

1. **Old School House Damage:** Peg reported that the old school house next to town hall is being repainted and they found that the mowers are hitting the back of the school house causing a groove in the building. The Durham Historical Society will be placing chimney tile liners along the back of the school house to prevent mowing damage to the building.
2. **Al Johnson stone marker:** The stone for Al Johnson was placed in the wrong location. This needs to be moved. Gerry stated that stones should not be installed unless a family member is present. On a side note, Evergreen Cemetery requires cremation vault for all cremation burials. Gerry will attend the June seminar and these issues can be reviewed at a later date.

Adjourn: Motion made, seconded and passed to adjourn at 9:01 p.m.

Respectively submitted,
Kim Garvis
Secretary