

**Cemetery Committee Meeting
Marlborough Town Hall
Thursday, January 19, 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 9:02 AM.

Present and seated were: Terry Parker, Shelia Guzman, Joan Christmas and John Larensen

Also present: Chris Passera – Sexton

2. ACCEPTANCE OF MINUTES

T. Parker made a motion to accept the November 17, 2022 minutes as submitted. J. Christmas seconded the motion. All voted in favor.

3. ADDITIONS TO THE AGENDA

No additions to the agenda

4. SEXTON’S REPORT

a. Sales

Sales: No information provided

Monument application fee -1

b. Burials

November - 2, December - 1

c. Maintenance Update

K. Hudock reported she left notices regarding removing personal items. Trees were trimmed. It was noted that low trees interfere with lawn equipment.

d. 2022 Report

20 burials

10 grave sales

1 transfer of grave

5 columbarium sales

5. NEW BUSINESS

a. Inclement Weather Fee

K. Hudock reported a fee will be implemented for winter burials. C. Passera explained how additional labor and equipment are needed in winter. He also reported a letter was drafted for all funeral homes so families will be informed of the fee.

S. Guzman made a motion to implement a winter charge of \$250 for traditional and \$125 for cremations from November 15 – April 15. T. Parker seconded the motion. All voted in favor.

b. 2023 Budget

K. Hudock reported the 2023 budget is \$2,200.00

c. New Web Page

K. Hudock reported the Town website is being updated and A. Traversa informed her that there will be a section for cemetery information. T. Parker suggested looking at the Marlborough History book and possibly utilize some of that information.

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d. Neglected Cemeteries Application 2023

S. Guzman made the following resolution:

The Marlborough Cemetery Committee hereby resolves to request the Board of Selectmen to apply for a grant up to \$5,000 from the Neglected Cemetery Account Grant Program for 2023. The funds will be used for:

- 1. Replacement of hardware and repair of Marlboro Cemetery gate**
- 2. Repair of toppled and leaning stones in Marlboro and Century cemeteries**
- 3. Scrub and brush removal in all town cemeteries**
- 4. Repair of stonewall on east side of Marlboro Cemetery**

The resolution passed unanimously

6. UNFINISHED BUSINESS

a. Flags

1. Purchase

No information

2. Installation

S. Guzman reported she contacted G. Mund who volunteered to install, remove and store flags. He suggested purchasing 12" x 18" flags. K. Hudock recommended installing them after cemetery clean-up day in May.

7. UPDATE

a. Cemetery Balances

Cemetery revenue: \$11,690 in special fund

General Maintenance: 0

Cemetery expenses: \$141.50 with \$1,500 encumbered

b. Documentation

No new records received

8. CORRESPONDENCE

No correspondence

9. PUBLIC COMMENTS

None

10. ADJOURNMENT

S. Guzman made a motion to adjourn at 9:52 A.M. J. Christmas seconded.
All were in favor.

Respectfully Submitted,

Debbie Pearson, Board Clerk