

MINUTES OF : **Meeting of the Cemetery Commissioners**

MEETING POSTED: YES

DATE: 10/19/2011 TIME: 2:00pm PLACE: Town Hall Room 126

MEMBERS PRESENT: Brewster Conant, Bill Klauer, Barbara Walsh

ALSO PRESENT: Shawn O'Malley, Allura Overstreet, Tom Tidman

MEETING CALLED TO ORDER AT: 2:02pm

OLD BUSINESS:

Review and sign the minutes from last meeting. Approved and signed.

Update committee on the meeting with Dave Taylor regarding the Chapel Trust on 9/21/2011.

Discussions with Mr. Taylor appear favorable but are still pending review from other members governing the trust.

Motion made by Bill Klauer to approve funding from the trust funds of \$15,000

Towards the funding of a 4th maintenance crew person in the cemeteries. Brewster Conant motions to amend the motion to add "subject to annual review of available funds". Motion 2nd, passed.

Update committee on the meeting with the Town's Counsel regarding the trust funds and clarification on how they can be utilized.

Based on past precedent it appears that funds could be utilized on a broader basis, but investigation into the state laws and regulations is still pending.

NEW BUSINESS:

Discuss the organizational duties of the Cemetery Committee. Positions to remain as they are:

Chairman: Bill Klauer, Clerk: Brewster Conant, Member at large: Barbara Walsh

Motion, 2nd, passed.

Discuss increasing the size of the committee from 3 members to 5 members.

Motion to defer to another meeting date, 2nd passed.

Discuss contacting the BOS Liaison and the Volunteer Coordinating Committee to advertise for positions. Brewster Conant and Barbara Walsh have both decided to step down as commissioners as soon as their positions can be filled.

Bill Klauer will follow up on this matter and report back at another date.

Mrs. Jamie Roberts 72 Concord Rd reports that a tree fell from the Chapel property and damaged her fence. Is it possible to use Chapel Trust fund money to pay for the damages?

No Chapel trust money will be used. Shawn O'Malley suggested that our crew make the repairs themselves at less cost. Bill Klauer will draft a letter to the homeowners to advise and obtain their consent.

Report regarding the Madden property line at Mount Hope Cemetery.:

Bill Klauer reports that the property lines established by Stamski and McNary will not be disputed which puts the storage building on the Madden property as well as part of the GAR lot.

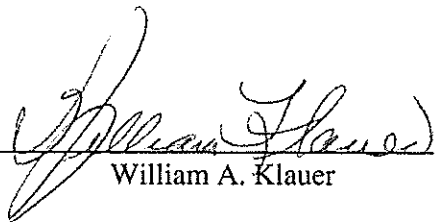
Projections for future maintenance at all Cemeteries.

Motion made to defer this topic to a later date, 2nd, passed.

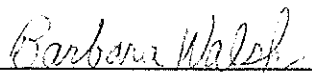
Meeting adjourned 3:58pm

Next meeting scheduled for 11/9/2011

Brewster Conant



William A. Klauer



Barbara Walsh

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P.S. REMEMBER TO CALL DIG SAFE!

Proposal Submitted to: JEFF ROBERTS Job Location:
 Street: 72 CONCORD ST Directions:
 City, State, Zip: ACTON, MA 01720 Comments: REPAIR QUOTE
 Phone: (617) 395-7322 Cell: Fax: E-mail: JR.GOLD@FACTOO.COM Work:

TERMS & CONDITIONS
 PLEASE READ CAREFULLY

- ALL ORDERS ARE CUSTOM MADE and are limited to the scope of work as outlined. Any additional work will be billed at \$115 per hour including travel time plus necessary materials. Quote is based on conditions at date of proposal. Customer is responsible to notify Reliable of any changes.
- Customer is to clear proposed fence lines prior to installation of all obstructions. A clear area 18" from the center line of fence on each side is required for proper installation. **NOTE:** Reliable is not responsible for shrubs or flowers within 36" of proposed fence lines. Customer should tie back or remove all planting they wish to protect.
- Customer **MUST** contact Dig-Safe at 888-344-7233. (RFC ID #14538). **DO NOT DELAY.** There is a 3 day waiting period! Permit valid for 30 days.
- Customer to clearly mark all underground utilities. Reliable is not responsible for any damage to underground utilities (gas lines, electric, etc.) that are not clearly marked. Reliable is also specifically not responsible for any unmarked sprinkler lines.
- Every city and town has differing regulations and restrictions regarding fencing. The customer is responsible for conforming to local ordinance & **OBTAINING PERMITS IF REQUIRED.**
- The customer is responsible for establishing and marking all property lines and providing survey markings if necessary.
- Customer to provide an active water source and live electrical power outlet.
- Reliable cannot remove excess soil and rocks from property. Ancillary asphalt work responsibility of owners.

SCOPE OF WORK Repairs limited to the following:


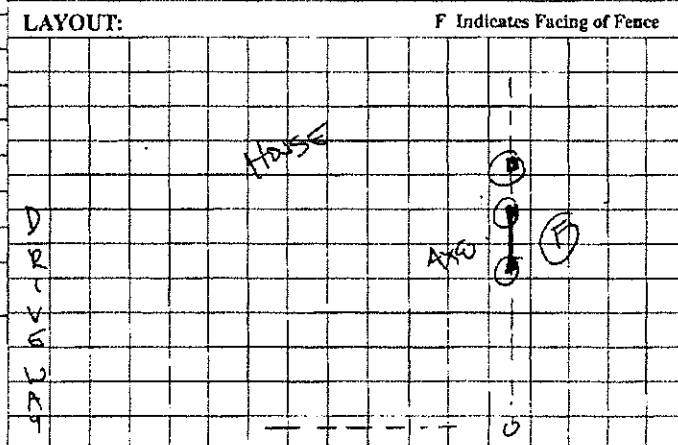
(1) 1' x 9' ORN. CEDAR (1x2) PICKET
 (2) 2x3 MOLDED CEDAR RAILS SECTION
 (3) 1' x 1' SUFF. CK CEDAR POSTS

All gates with steel/welded no sag frame Other
 All wood materials natural / no stain
 Take down and removal of existing: 12' RFL DORMER / OLD
 Price does not include disposal of cement bases. Add \$30 per base for disposal.

INSTALLATION CHECK LIST:

Clearing
 Tree/Shrubs
 Obstructions
 Pins
 Access
 Ledge/Blasted Rock
 Misc Equipment
 Fence to Follow Grade Fence to Step to Grade
 The slope of your property will dictate how much space will be under fence

SPECIAL / OPTIONS:
 Pricing reflects discounts based on RFC Special Purchases. **QUANTITIES LIMITED!** amount to be combined with any other offer.

All repairs are done on a **BEST POSSIBLE** basis. Additional repairs of hidden/unseen damage not included above will incur additional charges.
WARRANTEE LIMITED TO NEW MATERIALS AND LABOR.

Additional Site Check Required
 If checked, this project is priced on a "fill in" basis and will be done without notice. If you require a scheduled date, add \$196 to quote.
 Special Terms
 Special Order/Fabrication
 No Cancellation Possible after 3 Days

THANK YOU FOR CONSIDERING RELIABLE FENCE BOSTON
 We hereby propose to furnish materials and installation in accordance with the above specifications for the sum of: \$ 450⁰⁰
 BY: CHRIS GOLD Date OCT 7 11
 This Proposal may be withdrawn by Reliable if not accepted within 10 days

PAYMENT OPTIONS:
 Cash/Check - 50% Deposit with Balance COD
 Mastercard/Via - 100% Advance Payment
 A service charge of 1.5% per month (18% annual) will be charged on all Past Due Balances.

Acceptance of Proposal The above prices, specifications, terms and conditions are satisfactory and hereby accepted. Reliable is authorized to do the work as specified. Payment will be made as indicated. All materials remain the property of Reliable until final payment is received. Any cancellation (3 days or more after acceptance) is subject to a 15% cancellation fee (written notice required).
 X _____ Date _____

Dean Charter

From: Andrea Ristine
Sent: Monday, September 26, 2011 11:14 AM
To: Dean Charter

Ms. Jamie Roberts from 72 Concord Road reports that a tree, within 10' of the road, fell from 68 Concord Road or possibly Cemetery property and has damaged her fence as well. I think she is confused on street numbers.

781 883 5950

The screenshot shows a web-based property viewer interface. At the top, there are tabs for 'PROPERTY VIEWER', 'INTERACTIVE MAP', and 'STREET PHOTOS'. Below the tabs is a scale bar indicating 'Scale 1" = 134'' and a set of navigation icons. The main map area displays a street grid with 'CONCORD ROAD' and 'SHILL ROAD' labeled. A specific property is highlighted with a black outline. To the right of the map is a data table with the following information:

Property ID	142117
Location	142117
Owner Address	142117
Owner City	W. 142117
Parcel Size (Acres)	1.00
Style	142117
Building Value	\$27,000.00
Land Value	\$1,000.00
Total Value	\$28,000.00
Zoning	142117
Land Use Code	142117
Last Sale Date	142117
Last Sale Price	\$28,000.00
Deed Book	142117
Deed Page	142117

At the bottom of the interface, there is a small note: 'If blocks and some items may not be visible or all items listed may be abstracted.' and a copyright notice: '© 2011 Esri/Oracle'.