



Kathleen Bird
Jack Silva
Deborah Jean Rose

TOWN OF WAREHAM

Cemetery Commissioners

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CEMETERY COMMISSIONERS MINUTES OF MEETING

Date: Thursday, December 21, 2017

Location: 8:00 A.M. – MMD, 95 Charge Pond Road Wareham, MA 02571

Roll Call:

Commissioners:	Kathleen Bird, Chairman	Present
	Jack M. Silva, Clerk <i>Jack M. Silva</i>	Present
	Deborah Jean Rose	Present
Liaison officer:	David Menard, Director	Present
	Deborah J. Berchtold	Present
Guest:	Tom Daley, Cemetery Helpful Solutions	Present
	David Heard, Finance Committee	Present

The meeting was called to order at 8:00 A.M.

Minutes:

The minutes for October 19, 2017 and November 16, 2017 were presented for vote. These minutes were tabled for further review. Mrs. Bird requested to receive the missing minutes that are still outstanding which are the August 29, 2017 and September 21, 2017 minutes

License:

Fay, G. Abbott Centre Annex Lot 302 Graves 1 & 2 was approved. 3-0-0.

There were no foundation requests.

Discussion ensued regarding the sale of lots and graves for Alcott's burial rights. If a license holder wanted to sell their lot and or graves and relinquish the right of burial, the Town would then be able to purchase the/this lot and/or graves for the original price it was purchased for.

Perpetual Care should be kept in some sort of trust fund in order to produce some sort of income. What to do when someone would like to sell a portion of a lot with four graves. If a lot and graves were purchased in the early 1900's, the fee at that time may have been \$401.00 (\$50.00 for each grave and \$50.00 for perpetual care and a \$1.00 to record the license). That \$50.00 has long been used to maintain these graves and the perpetual care income has been used up. Some towns use a formula to determine the amount of money for perpetual care should be returned to the lot owner

should it be purchased by the Town, while other Towns do not return any money at all. The Cemetery Commissioners suggested to return any perpetual care monies after one year and anything prior would be withheld. Voted 3-0-0 to further discuss the purchase of lots and graves, as well as, the separation of burial rights and perpetual care.

Tom Daley presented his proposed documents to the Commissioners to discuss and review. He explained that the new owner of the burial rights would have the white copy, while the yellow copy would remain at the office to use for reference purposes. Each document will have a receipt number and License of Burial number to be used as the License's reference point. The Board of Directors (front page) will be changed to the Cemetery Commissioners or Board of Selectmen. Key points taken from the proposed Rules and Regulations will be incorporated into the new License of Burial (second page). This will now have guide lines to state the size of the grave (this is needed so another grave does not impede on the grave listed in license document. These same conditions would apply to monuments as well.

Ms. Whiteside would like to discuss with Town Counsel a question regarding the perpetual care fund. What's its purpose? The perpetual care fund will help to offset any cemetery expenses. Some type of income needs to be produced. A new task for the Commissioners will be to review the perpetual care account. How can the cemeteries make some sort of income? Perhaps the perpetual care monies should be placed in a separate account for easier access (cannot be a Enterprise or Revolving account)

Annual care vs. Perpetual Care. Suggestion was made to increase the cost of perpetual care, for instance, if the original lot sold for \$50.00 (\$25.00 for the sale and \$25.00 for perpetual care) an additional charge would be required if a new burial is requested. This would be one way to increase the perpetual care account (Annual care no longer exists).

Another form which was discussed was the Internment Authorization form. This allows protection for the Town when the License Holder requests to inter a body. If the License Holder is the body to be interred, only one signature is required. Should it be an in-law, then all license holders must sign the authorization form.

Work Order form will be emailed to Mr. Menard for review by the Commissioners.

Next steps to follow would be:

Review the cemetery system and procedure

Review the cemetery rates(every ten years the rates double and the Town's rates have not be increased in some time). A cost analysis needs to be completed in order to charge the correct prices.

Director's Report:

October, 2017 there was one full burial

November had two full burials and two cremations

December had four full burials and two cremations

In 2013, the former Cemetery Commissioners allowed the purchase of an additional grave, to be known as 2A in lot 119 of the Centre Annex. In December, 2017, the deceased, Mr. Tomlinson,

was buried horizontally. This was done so he could remain close to his family. Mr. Menard stated that this is why the Rules and Regulations are so important to adhere to. Situations like this should not have occurred.

Meeting adjourned at 8:47 am

Next meeting to be held will be on Thursday, January 18, 2018, 8:00 am, at the Municipal Maintenance Department.