



Town of Lebanon
CEMETERY COMMISSION
579 Exeter Road, Lebanon, Connecticut 06249
(860) 642-6028

Special Meeting Minutes
Tuesday, February 9, 2021, 6:00 p.m.
Teleconference Meeting

The meeting was called to order at 6:03 pm by chairman Keith LaPorte

Members present: Keith LaPorte, Tom Meyer, James Barrett, Marc Lang, Sean McCarthy. Also present: Sexton Marcia Schuette, and Jean Reichard, Recording Secretary. Members absent: Dan Moore, Allyn Miller

There were no public comments.

Sexton Report: Thanks to members for pulling together for the Kevin Spicer funeral. There have been 2 Cremation burials but now ground is frozen so will do more in springtime when it has thawed. Last year there were a total of 35 burials: 14 full burials and 21 cremations.

Tom gave the status of the Budget (see below) and Planned Activities. The hedge at Waterman Rd (New Lebanon) needs to be pulled back (quote of \$1600) and the brush at Center Cemetery needs to be cut (quote of \$2200). Quote for Bermuda grass eradication was \$2400. Keith said Steve Rackliffe will give an assessment of the status there, but laying down plastic probably will not work. Motion by Sean, second by Marc to approve requested 2021-2022 Budget, Capital and 5-year plan. Passed unanimously. Motion by Marc, second by Tom to approve the minutes of the October 21, 2020 Meeting as presented. Passed by unanimous vote. Motion by Tom Meyer, second by Marc to accept bid specification modifications and present the same to Board of Selectmen. Passed by unanimous vote. Motion by Tom, second by Sean to request Board of Selectmen to reappoint Dan Moore, Marc Lang and Allyn Miller to the Cemetery Commission. Passed by unanimous vote. Discussion with Boy Scout Kyle McElroy regarding his Eagle Scout project making a sign for Waterman Rd. New Lebanon Cemetery that he would present to Town Hall now that he has finished the paperwork. The Commission's view was that a sign with a "QR" code linked to the software CEMIFY would be a possibility but that the software was not yet ready. The commission expressed its view that it did not expect anything more than what McElroy has already done, does not want to hold up his Eagle project and thanked Kyle for his good work. Motion by Sean, second by Marc to approve up to \$600 to warn and fund Spring Clean-up. Passed by unanimous vote. Status of Scattering area and Green Burials was tabled until Spring. Motion by Tom, second by Marc to approve the Revised Meeting schedule for teleconference methods on March 16, May 18 and July 20 followed by in-person meetings at the Fire Safety Complex on Sept 21 and November 16, with all meetings starting at 6:00 p.m. Passed by unanimous vote. Motion by Tom, seconded by Jim Barrett to adjourn at 6:59 p.m.

Respectfully submitted by J. Reichard, Recording Secretary

	FY20-21 Account Balances, Planned Activities & Expenses.				
	Funding Sources	Beginning Balance (7/1/2020)	Balances 10/31/2020	Planned activity and cost	Remaining after planned activity
	Operating Budget				
100-00-439-5110-0000-0000	SALARIES FULL TIME	\$10,592	\$7,391		\$0
100-00-439-5210-0000-0000	SUPPLIES OFFICE & EXPENSE	\$153	\$59	\$38 purchased stamps, tape.	\$21
100-00-439-5310-0000-0000	MISC SERVCS TEMP	\$435	\$445		\$0
			\$4,186	\$1,600 Hedge at Waterman	\$186
100-00-439-5810-0000-0000	REP & MAINT GROUNDS	\$4,186		\$2,200 Brush At Center	
				Professional assessment of	
				\$200 "Bermuda Grass"	
203	A. Cem Lots Fund 203-	variable	\$13,040	\$0	\$13,040
240-00-303-2705-0000-0000	B. Cemetery Perpetual care residual	\$0	\$0	\$0	\$0
230-00-000-2312-0000-0001	C. Cemetery Donations interest residual	\$385	\$385	\$0	\$385
230-00-000-2311-0000-0000	D. Friends of Goshen residual	\$0	\$0	\$0	\$0
218-00-018-2404-0000-0000	E. Adams Cem Fund residual for Trumbull (stone work only)	\$1,523	\$1,523	\$0	\$1,523
	Cemetery Commision Capital accounts				
		\$7,970	\$7,970	\$110 Directional signs	\$1,310
				\$750 East wall clean-up	
220-00-439-2701-0010-0000	Cemetery Commision cemetery repairs (Not earmarked for North Cem)			\$1,800 Trees along Synagogue Road	
				\$2,000 repair east rubble wall North Cem	
				Landscape/Screen equipment &	
				\$2,000 storage area st North Cem	
220-00-439-2702-0010-0000	Cemetery Road Development-Synagogue (Earmarked for North Cem)	\$1,073	\$578		\$578
				\$1,800 Tree removal, Scoville	
	Town TIP account			\$2,000 Tree removal, New Lebanon	