

DOVER CEMETERY COMMISSIONER'S MINUTES
FEBRUARY 19, 2014

Meeting opened at 6:05 pm in the meeting room of the Town Garage

Attendance - Bill Herd, Pope Hoffman and Carol Jackman.

MINUTES OF DECEMBER 10 , 2013 MEETING were approved.

BILLS AND PAYROLL WARRANTS - were presented at the meeting and signed. No deeds were presented.

NEW BUSINESS - Chairman Bill Herd signed the paperwork for Tree Specialists to do the Spring Application of PHC at a cost of \$1,900. This is paid from the perpetual care account.

OLD BUSINESS - A discussion was held regarding the Capitol Budget and the renovation of the Hearse House. At the request of Kate Bush the committee reviewed their request and it was decided to not proceed with any actions during 2015, but that they will present it again for the 2016 year at an estimated cost of \$40,000. Purpose for this request is to have full-time coverage at the cemetery rather than having our Supervisor in two different locations. We would still maintain the office in the Town Garage and the sharing of help during the course of the year.

After the IRS audit this year the commissioners need to review the uniform expense account. Carol Jackman would be meeting with Dave Ramsey and the finance office regarding the proper accounting of this account and would report back to the committee at the next meeting.

A discussion was held regarding the increase in the budget for cell phone services for Rusty. The cost has increased because of the addition of texting and other services that assist Rusty with his hearing.

A program from the Cooperative Funeral Fund, Inc. was distributed to the commissioners for review. This firm invests funds for Perpetual Care.

Procedures regarding funerals was discussed and noted that the funeral home is the one to be in charge of directing traffic and instructions regarding parking. If the cemetery help does it and someone gets hurt the Town could be sued. Once the casket and flowers have been arranged the cemetery crew is to retreat to the rear of the cemetery.

CORRESPONDENCE - The Williams family wanted to know about procedures for the burial of ashes and wanted to know how to have a military salute. Rusty would let them know that the military salute would be arranged by the funeral director.

Meeting closed at 7:50 pm. Next meeting will be March 11, 2014 at 6:00 pm at the Town Garage.

Attachments to these minutes are on file in the Cemetery Office located in the Town Garage.