



VERNON CEMETERY COMMISSION

22 Cemetery Avenue
Vernon, Connecticut 06066
(860) 875-3158

*Elmwood
Grove Hill
Valley Falls*

*Bamforth Road
Southwest*

MINUTES of the SPECIAL MEETING

January 24, 2023

The special meeting of the Vernon Cemetery Commission was called to order at 3:00 p.m. by Chairman Bruce Luddy at the Grove Hill Cemetery Office, 22 Cemetery Avenue. The meeting was held in person and via ZOOM teleconferencing. Present in person were members Bruce Luddy and Jennifer Holt. Attending via ZOOM were Wayne Reiske and William Graugard. Also present were Superintendent Kevin Bowman and Secretary Carol Nelson.

Approval of Minutes – A motion to approve the minutes of both the Special Meeting of March 22, 2022 and the Regular Meeting of September 13, 2022 was made by Bill Graugard, seconded by Wayne Reiske and approved will Jennifer Holt abstaining.

Superintendent's Report –

- a. Employee Status – At present there are the two full time employees, the superintendent and the maintainer plus the part time secretary. It is hoped that at least one of the prior seasonal employees will return in the spring and for a day long training on the safety/lifesaving equipment.
- b. Southwest Cemetery fence – update – We are in the process of obtaining three quotes for the project. The state contractors have been contacted with only one quote secured to date. The quote obtained is more than twice the budgeted amount. Another contractor has agreed to provide a quote. It was suggested that this work might be coordinated with the guardrail proposed along the historic Baker Road.
- c. Budget – FY 23-24 The budget process is proceeding with meetings this week with the Finance Director and the Town Administrator to discuss the cemetery budget. Superintendent Bowman discussed the monthly work undertaken since his start date at the end of August.

New Business

- a. Set meeting dates for 2023 – A motion was made by Jennifer Holt, seconded by Wayne Reiske, and unanimously voted to set the regular meeting dates for 2023 as March 14, June 13, September 12 and December 12, all at 3:00 p.m. in the Cemetery Office, 22 Cemetery Ave., Vernon.
- b. Financial Report FY 21-22 – Copies of the report for the past year were distributed with questions welcomed.

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- c. Rate increases for FY 23-24 - Comparisons with other local cemeteries are being conducted. At the regular meeting in March, a proposal will be put forth for consideration. Information on three additional cemeteries have been received for the necessary study. The start date will be July 1 with prior notice to all area funeral homes and posting on the web site.

Adjourn - A motion to adjourn the meeting was made by Wayne Reiske, seconded by Jennifer Holt with the meeting adjourned at 3:50 p.m.

Approved:

March 14, 2023

Carol S. Nelson

Carol S. Nelson
Secretary