



The Commissioners of the Cemeteries

The North and East Burial Grounds Commission

The Town of Bristol, Rhode Island

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The meeting of Wednesday, December 16, 2015 was held at the Bristol State Court House, 240 High Street and was called to order by Chairman Charles Cavalconte at 6:08PM. Present were Chairman Charles Cavalconte, Commissioner Jacob Begin, Commissioner Susan Church, Recording Secretary Carol Gafford and Superintendent Enzly W. Ramsay Jr. Commissioner James Riccio was excused. Commissioner Ed Carusi was absent.

A moment of silence was held to remember the purpose and service of the Commission, the dead who rest in our cemeteries, the recent dead of our community and their families.

The Minutes of the Wednesday October 14, 2015 meeting were read. Motion was made by Commissioner Church to approve minutes with minor corrections, seconded by Commissioner Begin and accepted by all.

SUPERINTENDENT'S and MONTHLY MAINTENANCE REPORT

CENSUS AND SALES REPORT (FY 2015-2016)

<u>Number of Burials for Oct & Nov 2015</u>			<u>FY2015-2016 TOTALS</u>	
	<u>Oct</u>	<u>Nov</u>	<u>July 2015-June 2016</u>	
Number of Traditional Burials:	3	3	Standard Burials:	<u>22</u>
Number of internment of Cremains:	2	2	Cremation Burials:	<u>15</u>
Cremation Garden Burials	1	1	Cremation Garden Burials:	<u>4</u>
Sales of Traditional Graves	3	0	Traditional Grave Sales:	<u>10</u>
Immediate Need	2	0	Cremation Garden Sales:	<u>2</u>
Pre-Need	1	0	Infant Burial	<u>0</u>
Sales of Cremation Garden	0	0		
Immediate Need				
Pre-Need				

FINANCIAL REPORT

~**Review of Current Income and Expenses from Ramsay's, Inc.**- Chairman Cavalconte reviewed the October and November Sales and Census numbers from Ramsay Inc.

~**Review of Current Revenue and Expense spreadsheet from the Treasurer's Office, Town of Bristol**- **Action:** Ongoing

~Budget Committee/Endowment Fund Status - Chairman Cavalconte reviewed the

monthly Revenue and Expense Statement for NBG from the Town of Bristol.

Action: Ongoing

~Additions To Revenue And Income Statement – None at this time.

UPDATES

~Foundation Fees

Action: Monument Foundation Fee increase was approved on 9/30/15. Old prices will hold until Feb 1, 2016. Superintendent Ramsay has ordered new signs to advertise change.

~Website

Status: Commissioner Begin has been posting to the NEBG Website (not the town website) and will continue doing so. There was no update on the new town website for the North and East Burial Commission.

Action: Ongoing

~Road Repair Status

The road sealing project has been deterred until spring. Commissioner Riccio is looking into price quotes from contractors.

Action: Research/ under consideration

~NBG Chapel Painting

Status: Action: Chairman Cavalconte informed the Commission on updates with the Chapel building at North Burial Ground. The phone service has been cancelled. After discussion with Dean, suggestions were that gutters are not needed, the outside will be pressure washed, trim will be painted, the windows will be weather stripped, the bathroom will be fixed, walls and ceiling will be painted, windows will be fixed, foyer window will be replaced and there will be a new asphalt roof. Work will begin in the spring.

~Rules and Regulations

Status: There was no update on posting of Rules and Regulations to new town website.

Action: Ongoing

~BCWA Water Pipe Project

Status: Chairman Cavalconte continues to work on this issue and will keep the Commission informed.

Action: Ongoing

~Water Faucet

Status: Superintendent Ramsay will update the Commission when the hydrant in the far west entrance is replaced.

Action: Ongoing

~EBG Fence Repair and Funding/DAR Grant Research

Status: The Commission continues to look into grant opportunities for repair.

Action: Ongoing

CAPITAL IMPROVEMENTS

~Natural/Green Burials/ Memorial Grove/Scattering Garden

Status: The Commission will continue to discuss options for natural burying grounds.

Action: Under Consideration, Conversation/ Research

COMMUNITY RELATIONS AND SPECIAL EVENTS

~Archival/Preservation Committee Action/ Status: Currently Tabled

Status: The Archival/Preservation Committee has been tabled to a future meeting..

Action: Tabled

~Cemetery Tree Responsibility/Plan

Status: Discussion was held on tree management at the North Burial Ground including maintenance, trimming, planning, restoring, planting and the development of a comprehensive tree management plan along with a Tree Memorial Program. He would like the Commission to think about this for future meetings. Planting is over for the winter so there is time to discuss this before Spring.

Action: Ongoing

~Walking Tours

Status: Commissioner Begin will keep the Commission informed of future walking tours.

Action: Ongoing; Update/information

~Property Line Tree Management

Chairman Cavalconte informed the Commission that he met with officials and that 4 trees were taken down and 3 stumps removed.

~Cemetery Signs

Chairman Cavalconte would like new signs for North Burial Ground Chapel and Cremation Garden. After discussion the Commission would like to contact town hall about possible grant opportunities for signs. Superintendent Ramsay will get price quotes. Chairman Cavalconte would like new signs to be up by Memorial Day.

ON GOING PROJECTS/ CONVERSATIONS

Creation of Sub-committees. Chairman Cavalconte would like to see sub-committees established for Trees, Cemetery Signs, EBG Fence, Cremation Garden and Genealogical and Historical Programs.

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NEW BUSINESS

There was no new business.

The next meeting of the North and East Burial Ground Commission will be on Wednesday January 13, 2016 at 6:00PM.

Chairman Cavalconte entertained a motion to adjourn. Motion was made by Commissioner Begin and seconded by Commissioner Church. Meeting adjourned at 6:58PM

Respectfully Submitted and Approved for Record

Wednesday January 13, 2016

Carol Gafford, Recording Secretary.