

Agenda & Minutes for the Cemetery Committee
March 28, 2007
1-3pm

Agenda:

Introductions
Proposal and Purpose of Committee
Overview of the Cemetery
Discussion of the proposed goals
Concerns of the committee
Date of next meeting

Minutes:

Chairperson: Bruce Meldrim, Commissioner of Cemeteries-Village of Central Square

Members Present: Kay Buschle, Penny Faulter, Ernest Ladd (Watson Funeral Home Representative), Michael Ours, Clara Sauter.

Absent: Representative for Traub Funeral Home

Guest: Earl Robinson, Village Employee

Introductions

Review of Goals

Summary of Cemetery Activities and Cemetery Policies and Procedures: Bruce Meldrim

There are 9 expected burials for Hillside this Spring and that will begin as soon as the weather permits. The fee for cemetery burial is as follows: \$300 to open the grave. There are no vault charges for those people who are buried in Hillside Cemetery. Otherwise there is a \$75.00 winter storage fee. Bill Avery digs the grave at a cost of \$75.00 to the village. This saves money because the village does not have to buy special equipment and learn how to do this kind of delicate work around other graves and obstacles. Winter burials, although more convenient for most families, have not been done because of unknown weather conditions and the cost of snow removal from the cemetery roads for processions and parking within the cemetery corridor. Committee discussion centered around the cost of grave openings and it was suggested that the fee be raised to \$400.00 for openings and \$100.00 for vault storage when Hillside is not the cemetery of choice for burial. These costs are higher in urban cemeteries but would be more in line with rural and area cemeteries. Costs are higher in private cemeteries than where there is municipal ownership. In some instances Funeral Director includes these costs in their fee to the family of the deceased. The village does not send bills or collect money from individual families when this is covered by the total funeral home expenses. Selection and cost of cemetery lots is handled by the village. Deeds are issued to the lot owners by the village. The village owns a tent and equipment for lowering the casket. The tent costs families for usage.

Finances...Earl Robinson

There was \$93,000 in the Bank Certificate of Deposit designated for Perpetual Care of the Cemetery. The Goettel Family donated \$1,000.00 to the cemetery and this was put in the Perpetual Care Fund which now totals \$94,000. The fund earned \$2000.00 interest this year which will be used for cemetery improvements. Some of this money is used to buy Spring flowers filling pots on specific graves and for pots in the cemetery as well as other improvements. There was discussion about cemetery finances in relation to use of cemetery donations. Most of these donations go into the general fund of the village. There needs to be discussion with the board about developing a method to insure that donations are appropriately utilized for cemetery purposes when they are so designated.

Beautification of the Grounds...

The cemetery includes a parcel of land adjacent to the edge of the south boundary on Route 11. Presently the neighbor is using it as a driveway. This parcel needs to be fenced or cleared of that usage so that it can be used for cemetery purposes. The front fencing along Route 11 may be in need of repairs from winter damage.

Software implications for storage of data...

A death book exists for entries of burial sites. A map of individual burial sites, cemetery roads and water lines exists. A village employee has been entering card information on a computer. This information is vital to be stored. It contains names, addresses of deceased and family information. Investigation is underway to secure a software program which will record and duplicate this important information. The program would allow information to be added or changed as the situation dictates. The computer data could then be duplicated and stored at multiple sites in case of catastrophic destruction of computer information at one site. The village office safe is one storage area and others should be selected.

Columbarium...

Group consensus that families do need other options for ashes of the deceased. Burial is always an option and some retain the ashes according to their wishes or wishes of the deceased. The funeral home's responsibility to the deceased and to the family ends with cremation. Discussion was about cost, placement and size of the columbarium and the size of individual openings for the containers used for the ashes.

Suggested location is in the newer portion of the cemetery in front of the work areas. This structure should add to the appearance of the cemetery and be located in a space which is easily seen and readily accessible,. Further investigation will be done about this topic.

Topic Recommendations and topics for further discussion

1. Increase cemetery fees for grave openings and vault occupancy for storage only.
2. Reclaim Route 11 Cemetery parcel so that it is available for use.
3. Establish specific cemetery budget line in order to track information about use of the money including income , expenses and donations.
4. Continue to explore ways in which cemetery mapping and individual grave information can be safely stored and easily accessible. This will require computer expertise and a program specific for this cemetery.

5. Establish new signs in the cemetery which reflect the present and accurate name of the cemetery. Trace the incorporated status of the Route 11 sign. Several sources report name as: Hillside Memorial Cemetery Park

Respectively submitted,
Kay Buschle

Note: Next meeting in September 2007 at which time the minutes may be adjusted for errors or added information.