

The Barrington Cemetery Commission met on Wednesday, September 9, 2015 at 3:00 PM in the Meeting Room at the Barrington Public Library-Community Center. Present Mr. Robert Black; Mrs. Sarah P. Small, Secretary of the Commission; Ms. Susan L. Taylor, who was appointed by the Barrington Town Council to the Commission from September 8, 2015 until November, completing Mr. MacIntyre's term from which he resigned in June; Mr. Steve Primiano, liaison to the Town Council. Mr. Enzly Ramsay, Superintendent of Operations, was absent. Also present was Town Clerk Ms. Meredith DeSisto and Town Manager Mr. Peter A. DeAngelis, Jr. There being no regular meeting of the Commission in August, the September 9<sup>th</sup> agenda included topics for two months.

*Agenda Items by number:*

1. Mrs. Small, Secretary, called meeting to order at 3:00 PM.
2. Mr. Black moved adoption of the draft minutes of July 8, 2015 as presented. Mrs. Small seconded the motion. Motion carried.
3. Town Clerk Ms. Meredith DeSisto has received an inquiry from a family member regarding Prince's Hill Section B. Lot 34, Graves 1-8. After discussion the Commissioners recommended that the Town Clerk's office refer the parties to the Barrington Cemetery Summary of Rules and Regulations, effective December 10, 2014, particularly Rule "#3 which says:  
"Deed transfers or deed assignments, OR Grants of Final Disposition shall not be made, and shall be void, without prior written approval of the Commission."  
In addition also refer the parties to the paragraphs following Rule #19, which defines the process regarding questions of interpretations of the Rules, and that the Rules are signed by the purchaser signifying receipt and understanding of same.
4. Superintendent Report: Mr. Ramsay was absent.
5. Proposal for Cemetery Find.com Scanning of Cemetery Records and Bid proposal:  
Mr. Black reported that he spoke with several clients of Cemetery Find.com and they expressed satisfaction with the company's product and ease of use. The Commissioners discussed pursuing proposals for scanning and digitalizing cemetery records from comparative providers, and an effort be made to make this solicitation occur by October 9 in order that proposals be discussed and awarded at the October 14, 2015 meeting of the Commission.
- 6-7. Proposal for Up-Dating and Maintaining current Cemetery Records excel spreadsheet (database) on an interim basis while "scanning" and digitalizing is finalized:  
Mr. John A. MacIntyre, former member of the Cemetery Commission, offered to temporarily continue to update and maintain the spreadsheet during the transition of converting to a database for \$100.00 per month. After discussion, Ms. Taylor suggested Mr. MacIntyre submit an invoice to the Commission monthly, providing the updated spreadsheet with the invoice. Further discussion followed regarding how long this would be appropriate and what the updates would include, but not limited to the following, i.e.:  
#1- Grave sales for each active cemetery: Buyer, lot and grave number, price, etc.  
#2- Combined PHC & FC owners  
#3- Interments  
#4- Dates and type of burial for annual report.  
#5- Any additional data that Mr. MacIntyre has added in the past on an on-going basis.

Ms. Taylor made a motion encompassing the above. Mr. Black seconded the motion. Motion carried. Ms. Taylor will contact the Town Hall regarding advertising for scanning.

8. Approval of Invoices:

Mr. Black personally approved the following “ordinary and customary invoices” since July 1, 2015: Last bill of fiscal year 2014-2015, Ramsay’s Inc. - June 2015 bill, received and paid 9 July fiscal 2015-2016. July bill, received 27 July; Aug bill received 2 Sept; Sept. bill received 1 Oct. National Grid electric, PH flagpole lighting; 3 bills - June 1-July 1; July 1- 29; July 29-Aug. 31. Bristol County Water Authority, 3 months- FC, Aug. 27.PH, Sep. 3, 2015. Quintal Burial Vaults, Dighton, MA, one dozen cremation boxes – **6 each**, 6” x 10” and 4” x 12”.

He was asked to please copy these to the other Commissioners. There was discussion. Anything outside of “ordinary and customary” should require majority approval. New invoices will be approved at the next meeting of the Commission. Commissioners will make policy on approval of payments, etc. after electing officers. Mr. Black will ask Ms. DeSisto to please update the Commissioners names for signatures on “Rights of Final Dispositions” (‘Deeds’), and other documents or correspondence, including any references on the Town website removing Mr. MacIntyre’s name and adding Ms. Taylor’s name.

9 Removal and trimming of trees around Watson Yard:

The storm in the fall of 2014 broke limbs from trees outside the Watson Cemetery which felled and damaged the cap of the Watson Memorial inside the Cemetery wall. Ms. Taylor will ask Mr. Ramsay how to stabilize the monument and reset the damaged cap onto the top of the Memorial.

After the storm, Mr. Ramsay cut up and removed the branches from the Cemetery. Because these trees on town property outside Watson Yard are diseased and rotted, Mr. MacIntyre and Mr. Ramsay have requested the Town remove them. Mr. Black has called Mr. Joseph Piccerelli, Supervisor at the Department of Public Works, and now will email Mr. Piccerelli, with a copy to the Town Manager, asking Mr. Piccerelli to please remove these trees, and any others which are a hazard to the Watson Yard gravestones, with the cost being borne by the Town.

10. Fannin Restoration at Tyler Point Cemetery, August 10-14, 2015:

Mrs. Small distributed a letter from Minxie Fannin giving a brief report of the restoration project, including 15 markers restored. (Attached.)

Mrs. Small will contact Mr. Ted Ritchie of Eagle Strategies to request he include Ms. Taylor when sending the Commission’s monthly investment reports.

Mr. Black agreed to begin work on the July 1, 2014 through June 30, 2015 Commission’s Annual Report to send to the Town by Dec. 30, 2015.

Mrs. Small suggested the Commission might consider some community activities involving public education about the Barrington Cemeteries. Mrs. Taylor suggested that the first priority should be digitalizing and scanning Cemetery records, and then follow-up on Mrs. Small’s idea.

The next meeting is scheduled for Wed. Oct. 14, 2015 at 3:00 pm.

Meeting adjourned at 4:22 pm.

Sarah P. Small, Secretary

