

BCC Min 2016. 05-11. Barrington Cemetery Commission (Approved June 8, 2016)

The Barrington Cemetery Commission met on Wednesday, May 11, 2016 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; Mr. Steve Primiano, liaison to the Town Council and Mr. Enzly Ramsay; Superintendent of Operations.

1. Mrs. Small called the meeting to order at 3:00 pm.
2. Ms. Taylor moved and Mrs. Small seconded a motion to accept the April 13, 2016 minutes as corrected. Motion carried.
3. Superintendent's Report: Mr. Ramsay has ordered the trash barrels in the color black.

Mr. Ramsay indicated that the cost of repairing the damaged stone wall around Watson Yard, about 16 feet in length, has not been determined.

Mr. Ramsay has asked Mr. Steve Murgo to re-define his survey of the D, E, and F Sections of Prince's Hill Cemetery in CAD. Mr. Ramsay needs to scan (shrink) Prince's Hill map to use with **Cemetery.find** into something that can be read.

Mr. Ramsay will research designs for the sign at Gate # 5, on Nayatt Road, and for Gates #s 1-4 from Gov. Bradford Drive into Forest Chapel.

4. April Income, expenses and investments were discussed. According to RI State Law, 20 % from the sale of lots and other places of interment, is to be invested in a separate perpetual-care maintenance account from which ONLY the income can be used, and must be used for perpetual care.

There was a review of the April income, expenses and investments. Information provided by Town Financial Director Kathy Raposa at a meeting with Susan Taylor and liaison Steve Primiano was discussed. Mr. Black moved and Ms. Taylor seconded a motion that the Commission hold an Executive Finance Meeting with the Commissioners and Town Finance Director Kathy Raposa to discuss financial statements, and the Cemetery Commission's cash flow. Motion carried. Ms. Taylor will contact Ms. Kathy Raposa at the beginning of June to confirm.

5. Parliamentary procedures, bylaws, and election of officers: Mr. Black suggested that the Town Charter and governing rules be revised as to the duties of the Commission, and he said he would gather information from the Town regarding the Commission. There was discussion. The Town Charter is to be revised at ten-year intervals, and was adopted most recently by Barrington citizens in the Revision of November 2014. The establishment of the Commission was the intent of the endowed gift of \$10,000.00 by Frederick S. Peck in 1909, and his gift stipulated that the Town give to the Commission monies & land it had set aside for cemeteries.

Ms. Small nominated Ms. Taylor as Chair of the Cemetery Commission. Mr. Black seconded the motion. Motion carried.

6. Boston Scanning has access to the Barrington Cemetery website and the Town Clerk has plans to contact Mr. Dooling of Boston Scan to secure administration rights to the new

CemeteryFind.com website. There was discussion regarding Commissioners' access and management of the website. There will be further discussion.

"Return of Death:" or Transit records which were originally agreed to have been scanned but have not been uploaded to the website. Mr. Dooling will be notified.

7. Barrington 300th Celebration will highlight notable Barringtonians. Suggestions for a self-guided tour, and information about the History of the Cemeteries in the local newspaper will be considered.
8. Resident inquiries: Mr. Ramsay has received a request from a descendant (grandchild) to use a grave in the grandfather's lot and wants information about how to be authorized to do this based on the fact there are other grandchildren. There was discussion. Ms. Taylor suggested that "Legal documents must have names/signatures. Forms do not need signatures". Mr. Ramsay said he will follow-up with the family and report his findings at the next meeting.
9. Membership in RI Cemetery Association: Mr. Black moved to authorize the payment of \$50.00 from the Barrington Cemetery Commission to the RICA for the annual membership.

Mrs. Small seconded the motion. Motion carried.

Meeting adjourned at 4:57 pm.

Sarah P. Small, Secretary