

**Town of Wiscasset
Cemetery Committee**

MINUTES

June 6, 2022

1. Present: Peter Wells, Becky Applin, Mark Light, Steve Christiansen, Suzanne Rankin and Sarah Whitfield (Selectboard Liaison), Terri Wells (non-member, Acting Secretary)

The meeting was called to order at 6:02 by Becky Applin.

2. A motion to accept the April 4, 2022 Minutes was made by Peter Wells and 2nd by Mark Light. (5-0)

3. Old Business:

3a) Two bids for the Ancient Cemetery fence were opened at a May Selectboard meeting. The bids for the steel fence were very expensive from both bidders but the aluminum fence bid was accepted by the Town Selectboard for \$53,500. The contract has been signed and the installation should take place at the end of the summer or early Fall 2022.

The next phase for the fence is the entrance. Peter will finish designing this archway and develop bid plans and specifications to present to the Selectboard and then it will be given to Ted Snowden to be put out to bid. Peter presented the drawings for the entrance and gave a quick overview as there was a new member present at this meeting. He hopes that a railing will be added on both sides of the steps going down from the entrance into the Cemetery for safety. The Lincoln Street entrance by the Scout Hall will be accessible for the community to enter and for the groundskeeping crew. The proposed entrance plans will go out to bid this year but may not be built until next year.

The Public Works crew straightened stone markers and pieced some broken stones together today, June 6.

An anonymous donor came forward asking if donations would be accepted to go towards the fence and archway. We discussed this and while it was considered generous, we decided not to accept this kind offer as it would mean creating a fundraising committee to oversee donations.

3b) Becky has looked again at the Town Offices but has been unable to find the cemetery location map. The tax map has 40+ locations of where the cemeteries are

located, and a legend was created on the original cemetery location map. Steve volunteered to look through the vaults and then ask Carl Olson to help mark the tax map.

3c) Peter and Becky met with Dennis Simmons about having a perimeter tax survey done for the Ancient Cemetery and it was approved by the Selectboard and put out to bid. Peter contacted the McConnell Surveyors, and the survey is expected to take place at the end of this summer. The survey will determine exact property line locations with pins, and it is estimated to cost \$2200-\$2800.

3d) The Cemetery Regulations were accepted at a previous Selectboard meeting, and it is on the website. Sarah prepared the attachments to the regulations, attachment A (Request for permission to place a monument) and attachment B (Intent to Bury) and the form for cemetery lot sales. She brought these final forms to our meeting for our review. We only made one small change on attachment A, under the heading Monuments to change multiple burial "lights", should be "lots". There were no other questions or comments about attachments A and/or B. We reviewed the Wiscasset Sale Lot form and a motion to accept this form was made by Steve Christiansen and 2nd by Peter Wells (5-0).

Suzanne asked if there was a regulation about solar lights at cemeteries, but we questioned why there would be lights if we're not to be in the cemetery after dark. We agreed that nothing else can be installed on the plots and if it becomes an issue at any cemetery, we will deal with it later.

4. New business:

4a) We elected new officers for the rest of 2022, and meetings will be held in August, September, October and November and new officers will be appointed in January 2023.

Nominated for Chairman by Peter, 2nd by Mark: Becky Applin accepted (5-0)

Nominated for Vice-chair by Mark, 2nd by Becky: Peter Wells accepted (5-0)

Nominated for Secretary by Becky, 2nd by Suzanne: Mark Light accepted (5-0)

4b) Because the next meeting would fall on July 4th, we agreed to meet next on Monday, August 1st, 2022.

4c) We discussed priorities and plans for future meetings:

1. We would like to work on mapping of the cemeteries in Wiscasset and create a document to show where and who is buried in a cemetery. We could use cemetery software and perhaps ask someone to help with coding.

2. We'd like to look at the broken fence at the Evergreen Cemetery in order to make a recommendation to fix it and put up a sign to show parking and entrance to this Cemetery.
3. After the perimeter survey is completed, tree work will begin to take down the dead trees in the Ancient Cemetery to prevent any possible damage to the grave markers.
4. We'd like to increase communication and get forms and information out to community members that have cemetery lots. We'd like to create an outreach plan for the community.

Steve motioned to adjourn at 6:55, Mark 2nd the motion. (5-0)

The next meeting will be Monday, August 1, at 6pm at the Town Office.

Terri Wells, Acting Secretary