



The Commissioners of the Cemeteries

The North and East Burial Grounds Commission

The Town of Bristol, Rhode Island

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Bristol, Rhode Island 02809

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The meeting of Wednesday, September 14, 2016 was held at the Bristol State Court House, 240 High Street and was called to order by Chairman Charles Cavalconte at 6:05PM. Present were Chairman Charles Cavalconte, Commissioner James Riccio, Commissioner Susan Church, Commissioner Jacob Begin, Commissioner Ed Carusi, Recording Secretary Carol Gafford and Superintendent Enzly W. Ramsay Jr.

The Pledge of Allegiance was recited and Commissioner Carusi read an editorial about the chapel from the April 1908 Bristol Phoenix.

The Minutes of the Wednesday August 10th, 2016 meeting were accepted with a motion made by E. Carusi and seconded by S. Church and approved by all.

SUPERINTENDENT'S and MONTHLY MAINTENANCE REPORT

CENSUS AND SALES REPORT (FY 2015-2016)

<u>Number of Burials for July 2016</u>		<u>FY2016-2017 TOTALS</u>	
		<u>July 2016-June 2017</u>	
Number of Traditional Burials:	2	Standard Burials:	<u>4</u>
Number of internment of Cremains:	3	Cremation Burials:	<u>7</u>
Cremation Garden Burials	1	Cremation Garden Burials:	<u>6</u>
Sales of Traditional Graves Immediate Need	0	Traditional Grave Sales:	<u>0</u>
Pre-Need	0	Cremation Garden Sales:	<u>4</u>
Sales of Cremation Garden Immediate Need	4	Cremation Garden Grave Sales	<u>13</u>
Pre-Need	3	Infant Burial	<u>0</u>
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FINANCIAL REPORT

~**Review of Current Income and Expenses from Ramsay's, Inc. - Chairman** Cavalconte reviewed the August 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.

~ **Planning for FY 2016-2017 Budget** - The Commission continues to review and discuss the FY 2016-2017 Budget.

Action: Ongoing

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

UPDATES

~**Cremation Garden** – Chairman Carusi informed the Commission that the ad has been placed in the Phoenix and everything is all set with the ad in the Senior Newsletter.

~Website

Status: Commissioner Carusi noted that the town website has been updated. Commissioner Begin has updated the NEBG webpage/ blog. Commissioner Begin will also update the website with links to genealogy pages.

Action: Ongoing

~NBG Chapel Painting/Restoration

The Chapel restoration is on schedule for the September 24th rededication.

Status: Ongoing

Action: Ongoing

~BCWA Water Pipe Project

Status: Chairman Cavalconte and Commissioner Riccio will meet with the town administrator/ BCWA and the Town Solicitor to discuss the water pipe project. They 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/ Budget

Status: Chairman Cavalconte has received one estimate and is waiting on another for the fence repair.

Action: Ongoing

CAPITAL IMPROVEMENTS

~Natural/Green Burials/ Memorial Grove/Scattering Garden

Status: The Commission continues to research scattering gardens, and green and natural burial options.

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/Property Line Tree Management Plan

Status: Superintendent Ramsay updated the Commission on tree order. He is waiting on the nursery to get back to him on certain varieties as some had to change due to availability. He will submit a report at the next meeting.

Action: Ongoing

~Walking Tours

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

Action: Ongoing; Update/information

~Cemetery Signs

Commissioner S. Church will continue to work on signs. She informed the board of several options and needs to know what each sign will say and what size signs the Commission would like.

~Grave Restoration and Conservation

Commissioner Carusi informed the Commission that all went well with the RWU students.

~Chapel Rededication

Chairman Cavalconte informed the Commission that the chapel Rededication will be held on Saturday September 24th at 10:30AM. Chairs will be needed to set up along with mums. Cider and donuts will be available. He will speak on the work on the chapel, the tree plan and the new road paving.

This is a work in progress.

ON GOING PROJECTS/ CONVERSATIONS

Creation of Sub-committees. Chairman Cavalconte would like to see sub-committees established for Cremation Garden and Genealogical and Historical Programs. Chairman Cavalconte would also like to discuss future planning including expanding the cemetery. Subcommittees have been established:

Tree Committee: E. Ramsay, V. Chittick, C. Cavalconte

Sign Committee: S. Church, E. Ramsay, C.Cavalconte

Volunteers: E. Carusi

Genealogy/Website Committee: J. Begin, E. Carusi

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NEW BUSINESS

Future planning of the North Burial Ground Cemetery needs to be discuss. How will the Commission insure burial opportunities over the next 100 years.

The next meeting of the North and East Burial Ground Commission will be on Wednesday October 12, 2016 at 6:00PM.

Chairman Cavalconte entertained a motion to adjourn. Motion was made by Commissioner Riccio and seconded by Commissioner Carusi. Meeting adjourned at 7:08PM

Respectfully Submitted and Approved for Record

Wednesday October 12, 2016

Carol Gafford, Recording Secretary.