



The Commissioners of the Cemeteries

The North and East Burial Grounds Commission

The Town of Bristol, Rhode Island

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The meeting of Wednesday, August 10, 2016 was held at the Bristol State Court House, 240 High Street and was called to order by Chairman Charles Cavalconte at 6:04PM. 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 a moment of silence was held to remember the purpose and service of the Commission, the dead who rest in our cemeteries, the recent dead of our community and their families.

The Minutes of the Wednesday July 13th, 2016 meeting were accepted with a motion made by S. Church, seconded by J. Riccio 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>2</u>
Number of internment of Cremains:	4	Cremation Burials:	<u>4</u>
Cremation Garden Burials	5	Cremation Garden Burials:	<u>5</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 July 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 should have ads for Cremation Garden in the Senior newsletter by September. Superintendent Ramsay noted that there is a problem with the Cremation Garden fountain and he is working to fix this.

~**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

~**Road Repair Status**

Chairman Cavalconte informed the Commission that the road repair has been completed. He will send a letter of thanks to the editor of the Phoenix to have posted in the newspaper.

Action: Research/ under consideration

~**NBG Chapel Painting/Restoration**

A plumber will be needed for the chapel to install a sink, toilet and clean out the drains.

Status: Action

~**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: Chairman Cavalconte has talked with Bill Chittick and come up with a tree planting plan that will include Tulip trees, 2 varieties of beech trees, a weeping beech tree and elm trees. He will fax the order to Superintendent Ramsay and will schedule a walk thru with Bill to determine location of the trees.

Action: Ongoing

~**Walking Tours**

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

Action: Ongoing; Update/information

~Cemetery Signs

The Commission continues to research signage options.

~Grave Restoration and Conservation

Commissioner Carusi has a group of students scheduled to come on August 29th. They will arrive after 9AM and will work with Superintendent Ramsay on grave restoration projects. There should be approximately 20 students volunteering.

This is a work in progress.

ON GOING PROJECTS/ CONVERSATIONS

Creation of Sub-committees. Chairman Cavalconte would like to see sub-committees established for Trees, 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

Commissioner Riccio has informed the Commission that one flag was donated for the Congressional Medal of Honor winner and that the Commission purchased two others. Chairman Cavalconte would like to plan at Chapel Rededication ceremony on September 24th at 10:30AM. Refreshments will be served.

The next meeting of the North and East Burial Ground Commission will be on Wednesday September 14, 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 7:16PM

**Respectfully Submitted and Approved for Record
Wednesday September 14, 2016
Carol Gafford, Recording Secretary.**