

MEETING OF THE BROOKFIELD CEMETERY COMMISSION MINUTES

June 27, 2011

Called to order: 6:07 pm

Commissioners Present: Art Jay, Peter Masuzzo, Wayne Yaskoski

Non-voting present: Mike Seery, Superintendent; Herb Foley, Caretaker

Budget summary for FY to date provided by Mike Seery. \$1,877 is the balance in the Expense account and \$1,500 in the Improvement Account. Outstanding invoices are \$400 for Bond for a load of loam, and approximately \$60 to Quaboag Equipment for a set of blades for the zero turn mower.

New Business:

Civil War Flags: 2 gross flags are needed for the re-dedication of the Civil War Monument. The will be Civil War Flags that the cemetery will keep. Motion made by Peter and seconded by Wayne to purchase 288 flags at a cost of \$216 with money coming from the Expense Account. All in favor, unanimous.

DeAngelis Iron Works change order: The Commission was notified on 6/24 of a necessary change order in the amount of \$1,944 as part of the restoration of the iron gates project. This was to adjust and modify one of the pintels imbedded in the archway so that the gates would hang evenly. One side of the archway had previously settled causing the gates to not hang evenly. Peter believes that this change order cost would be eligible for reimbursement at 50% as part of the match grant from MPPF for the project, and will ask Paul Holtz of the MPPF. We would still be under the \$17,500 cap from MPPF with this. Motion made by Peter and seconded by Wayne to expend \$972 from the Cemetery Improvement Account and \$972 from the Cemetery Preservation Fund for this change order expense. All in favor, unanimous.

Old Business:

Tree pruning: Mike said that Tony of Quaboag Tree provided a proposal of \$1,050 to do remove a dead tree and do some pruning. Money would come from the Cemetery Expense Account.

Window replacement: Art brought up that the window panes had still not been repaired. Upon further inspection it was noticed that the window on the east side of the building was well rotted and needed to be totally replaced. Herb will replace the missing panes in the meantime, as well as those in the back. Wayne will look into a replacement window size and cost.

Roof: We are unsure if these are the original shingles or not on the shed. Commissioners considered looking into having the moss sprayed and removed that has accumulated on the shingles, and that may be all it needs.

Daedalus Inc.: Civil War Soldier's Monument. The monument needs cleaning and the fingers on one hand have a crack in across them. Josh Craine of Daedalus, Inc., contacted Peter to let him know that he would not be able to get to the job before June 30th. He will try to get it done before the Civil War Monument rededication scheduled for later in July.

A discussion of the procedure for opening and closing graves in regards to removing the sod – Herb said that he does try to save the sod whenever possible and replaces it. Other than winter, we asked that this be standard procedure, as well as ensuring that graves are dug to a depth of 6' at a minimum.

Art asked Herb to be more aware of when the trash barrels needed emptying, and empty them on a more regular basis. Mike will need to be aware of this too.

Meeting adjournment: Motion made by Wayne and seconded by Peter to adjourn at 7:25 pm. All in favor, unanimous.

Submitted by Peter Masuzzo