

MEETING OF THE BROOKFIELD CEMETERY COMMISSION MINUTES

March 21, 2012

Called to order: 6:00 pm

Present: Commissioners Art Jay, Peter Masuzzo, Wayne Yaskoski
Non-voting present: Mike Seery, Superintendent, Jerry Johnson – Chair of Advisory Board.

Minutes: Motion made by Wayne Yaskoski and 2nd by Peter Masuzzo to approve the minutes of December 21, 2011 as written. All in favor.

New Business:

Discussion of FY2013 cemetery budget. Jerry Johnson explained that the original estimate of certified free cash by the town accountant was \$83,000, but it was officially now certified to be \$200,788. However, the overall town budget is still short approximately \$100,000 and all department budgets need to be reviewed. The cemetery budget has been level funded since 2004 when it was further reduced. However, Jerry is recommending that we look at the submitted budget, as will all department budgets to see where we can reduce it. The committee discussed what we could do. Wayne made motion to not fund the Improvement Account the \$1,500 that we have always put in for. After continued discussion, motion made by Wayne, and 2nd by Peter to reduce the Improvement Account amount from \$1,500 to \$0 for FY 2013. This is a 6% reduction in the overall submitted budget. All in favor.

Peter has been working with Martha Lyon of Historic Landscape Architecture, on the application for the matching grant from the Preservation Projects Fund, in the amount of \$25,000. Application is due March 30th, and Martha will take care of having it signed by the Chairman of the Board of Selectman and then submitted.

Approved expense warrant for week of March 22, 2012. Motion made by Peter and seconded by Art. All in favor.

Peter and Jim picked up the zero turn mower from City Power. Annual maintenance was completed on it, and the mower deck was repaired.

Jim will take care of getting the maintenance on the tractor done of at the highway barn. Wayne has the manuals and will get them to Jim or Mike.

Art mentioned that the roof on the shed needs to be replaced and the exterior needs to be stained. He did receive an approximate estimate from a contractor to be \$3,000. Peter mentioned that the hinges on the large end door need to be addressed.

Jim Milner spoke to Art and mentioned the need for a utility trailer. Mike mentioned that Jim needs help in the use of the track vac. Wayne will take a look at it.

Mike will put together a list of encumbered expenses remaining for FY2012 to get an estimate of the remaining balance available.

Adjournment: Motion made by Wayne and seconded by Peter to adjourn at 7:25 pm. All in favor. Submitted by Peter Masuzzo