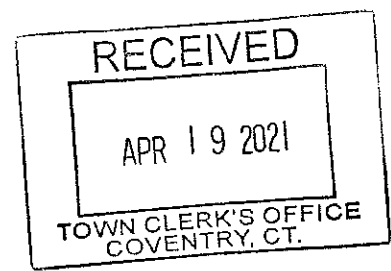


Coventry Cemetery Commission
March 18, 2021

Meeting Minutes



1. Call to order and roll call
 - a. Commission members: Claudine Vieten, Mike Chapman (chair), Kevin Arpin, John Marvin, Mark Messier
 - b. Town of Coventry: Amanda Backhaus, Bill Watkins
2. Call to order and roll call
3. Audience of citizens - none
4. Minutes of the December meeting – Approved 5-0.
5. Treasurer's Report – Amanda
 - a. Provided updated financial reports
 - b. Received quote from TruGreen (\$605) for grass treatments in April. Accepted 5-0.
 - c. Money for headstone repair needs to be encumbered.
 - d. Amanda will work with Bill to hire a contractor for mole treatment.
 - e. Amanda is working on hiring summer helpers for Lance.
6. Public Works Director's Report
 - a. Bill will be filling in low areas in the back of Coventry Cemetery using street sweepings.
 - b. Discussed plans to rebuild old shed for maintenance equipment. The shed space in the new building is not sufficient for all the equipment and material needed for the cemeteries.
7. Sexton's Report
 - a. Interments
 - i. Four full burials in Coventry Cemetery (13, 14, 34, 165 - section A)
 - ii. one cremains interment in Nathan Hale Cemetery (Franz lot)
 - b. Memorial Work - two applications for memorial work were approved in Nathan Hale Cemetery (Franz/Leone)
 - c. Lot Sell-backs - Cremation lots 3 and 4 - Grace Daniels Memorial Park, Nathan Hale Cemetery
 - d. Lot Sales
 - i. Four double lot sales in Coventry Cemetery (34, 165, 166, 170 - section A)
 - ii. One cremation lot sale in Coventry Cemetery (81)
 - iii. Two cremation lot sales in Grace Daniels Memorial Park, Nathan Hale Cemetery (3 and 4)
 - e. Kentucky Blue price hike as of 4/1/21 - Recommend the Commission votes on raising the price of urn openings performed by Lance to match Kentucky Blue. Table vote to next meeting.

- f. Discussed cremation lot layout in Figure 3 of the Rules and Regulations. Continue discussion at the next meeting.
- g. Discussed damage from recent burials at Coventry Cemetery. Kentucky Blue will be returning to repair damage when the ground isn't frozen.

8. Old Business

9. New Business

- a. Discussed future projects and improvements to Coventry Cemetery. Discussed working with UConn Architectural Design class to create designs that incorporate a new columbarium. John Elsesser, Sherry, and Eric Trott identified a list of other projects and improvements that the students can consider in their designs. Commission members and town representatives will meet with the students at the cemetery to discuss the design process.

10. Commission Member Reports

11. Other matters that may come before the Commission

- a. Next meeting will be Thursday, April 22, 2021 at 6pm.

12. Executive Session (if needed)