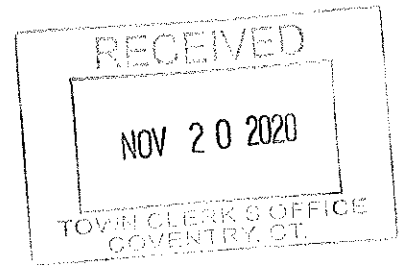


**Coventry Cemetery Commission
November 19, 2020**



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: Sherry Chapman, Amanda Backhaus, Mark Kiefer, Mark Owens
2. Call to order and roll call
3. Audience of citizens - none
4. Minutes of the October meeting – Approved 5-0.
5. Treasurer's Report – Amanda
 - a. Provided updated financial reports
 - b. Quote from Andrew Bushnell for survey work in Grant Hill Cemetery. ~\$3200. Pay from capital Cemetery Monumentation and Survey budget.
 - i. Survey will focus on area of Grant Hill Cemetery that has an immediate need. Goal for this project is to obtain a survey that can be expanded in the future.
 - c. Discussed new budget
 - i. Discussed requesting funds to hire contractor for grounds maintenance. Mike, Mark K., Mark O., and Kevin will work on a scope of work and approximate budget.
 - ii. Discussed a push mower for Nathan Hale Cemetery if Lance continues mowing next year.
6. Public Works Director's Report
 - a. Some tree work completed at Grant Hill Cemetery. More tree work to be done at Grant Hill Cemetery. Other cemeteries will be inspected.
 - b. Discussed replacing ash trees with other species as they die in the cemeteries.
 - c. Fertilization did not happen this fall. Mark Owens will get a quote from TruGreen for treatment of Coventry Cemetery in the spring (grubs, crab grass, and fertilizer). Discussed the front of Nathan Hale and possible treatments for the spring. Mark O. and Mike will meet at Nathan Hale Cemetery to discuss.
 - d. Mark O. will get contact info for mason that does wall repair in Nathan Hale.

7. Sexton's Report – Sherry
 - a. Interments
 - i. Willard Marvin, Coventry Cemetery
 - ii. Dorothy Twerdy, Nathan Hale Cemetery

8. Old Business
 - a. Columbarium – Claudine got a quote for approximately \$26k with spots for 64 cremains. Table further discussion to the next meeting. Landscaping would be an additional cost.
 - i. Mike is finishing a proposal for next year's budget
 - ii. Mike added \$9,000 for landscaping.
 - b. Wreaths Across America – December 19, 2020. No buses. Boy scouts agreed to lay the wreaths. No band. Not open to the public. We will provide the option for people to lay their own wreaths. We will follow all state and town regulations at the time of the ceremony.
 - i. Ceremony at Veterans' Memorial Green.
 - ii. We have enough donations for 81 wreaths so far. More donations are expected before the deadline.
 - iii. Discussed streaming or taping the ceremony.

9. New Business

10. Commission Member Reports

11. Other matters that may come before the Commission
 - a. Next meeting – December 17, 2020 at 6pm

12. Executive Session (if needed)