

HOPE CEMETERY COMMISSION MEETING

JUNE 20, 2017

Meeting began: 4:20PM

Meeting ended: 5:25PM

Attendance:

| | |
|------------------------|--------------------------|
| William Wallace | – Chairman |
| Richard Perry | – Commission Member |
| Matthew Curewitz | – Commission Member |
| Scott Zoback | – Commission Member |
| Robert C Antonelli Jr. | – Assistant Commissioner |
| Stephanie Choquette | – Staff Assistant II |
| William Richard | – Project Manager |

Acceptance of last meeting's minutes:

Matthew Curewitz
Richard Perry
Scott Zoback

New Business:

- A. Friends of Hope Cemetery
 - 1. Working on signage to be placed near the Nixon Gates
 - 2. Annual Meeting – Linda Hixon (will be working on another book in regards to people who are buried here at Hope Cemetery of historical reference

- B. Water System
 - 1. Signs were posted during Memorial Day weekend in regards to spigots that were not operating correctly
 - 2. Working with the manufacturer in regards to the defect of the spigots
 - 3. Upon ordering new spigots, waiting for an actual delivery date
 - 4. Is there an issue with underground leaking? That will be reviewed
 - 5. Payment to have repairs or spigots replaced / at the cost of the manufacturer or City?
 - 6. Additional money of approximately \$60,000.00 - \$75,000.00 to finish the work during the summer months

C. Fiscal Year 17 – 18 Budget

1. Hope Cemetery did get an increase in money in regards to maintenance staffing, which will allow us to keep the seasonal help on longer
2. Money for equipment a 1 ton dump truck, 1 all-terrain gator, and some additional small lawn mowers
3. City Improvement Program / Council to approve advertisement
 - \$250,000.00 cemetery digitizing of records
 - \$250,000.00 design and repair of the Stephen Earl Smith Fencing
 - \$250,000.00 roadways
 - Development of new areas for sections (will be the money acquired thru lot sales in the future
4. Fiscal Year 19
 - Payment for the loan on the building would be completed
 - Bids will need to be requested for digitizing the records that would be compatible with existing system HMIS (funding)
 - Would like to set up some type of kiosk that would be a program for common use for the public
 - Roadway repairs (need to make site reviews) for money to be allocated
 - Barn rehab not on the list / again this is a money – safety issue for future purpose regarding the cemetery’s needs

D. Condition of Hope: Memorial Day was a success. Received more compliments than complaints. Friends of Hope Cemetery did receive some calls in regards to the water issue as did the office.

E. Bethany Veney – Jeanette Ingersoll (letter)

1. The letter was reviewed by the Administration and researched by the cemetery staff. Records show no indication of a marker or any type of memorial described in the letter. Also, work orders were made for the foreman to probe the lot and the gravesite location in case it had sunken in over the years, to no success.
2. A letter will be sent from the Administration stating that there was no success in our research. Also it is the responsibility of the family for any type of memorial replacement. Will state that there could be some guidance for this issue with the Friends of Hope Cemetery for this does refer to historical value in regards to the marker.

F. Master Plan

1. Redesign of the square-tree locations of Section 108A-109-110-111
Motion to do so Matthew Curewitz, Richard Perry, and Scott Zoback
2. Questions-concerns are minor
3. Next step bring the Guidebook - Master Plan Project to City Council to move forward in order to finalize the implementation of some aspects of the Guidebook

4. The draft document is in process
5. Motion to submit to Council Matthew Curewitz, Richard Perry , and Scott Zoback

New Business:

- A. Change of next meeting's date- September 5, 2017
- B. Will be working on the digitizing aspect for the cemetery records. Mr. Zoback very happy with this movement and discussion on moving forward

Motion to adjourn:

Matthew Curewitz
Richard Perry
Scott Zoback

Meeting ended: 5:25PM

Next meeting September 5, 2017 at 4:00PM