**ATHENS CEMETERY COMMISSION**

**Draft of minutes of December 1, 2021 meeting**

. The meeting was called to order by Donald Capponcelli at 6PM. Present were Don, David Bemis and Harold Noyes, commissioners. There were no members of the public present.

. There were no adjustments to the agenda.

. The minutes of the Sept. 1, 2021 were approved without any additions or corrections (David Bemis moved to accept; seconded by Harold Noyes. All 3 commissioners present voted to approve).

**. Financial Update** – Since the September, 2021 meeting the Town Ledger showed the final installment of $625.00 to Ivor Stevens Grounds Maintenance and the receipt of $3,000.00 stipend approved by Athens voters as part of the municipal budget this past March. The Town Ledger fund balance of $23,340.47 is accounted for as follows:

* Operating Fund balance $ 2,438.37
* Valley Cem. reserves for major maintenance $16,482.08
* Valley Cem. reserves for ground levelling $ 216.76
* West Cem. reserves for construction $ 2,703.26
* West Cem. reserves for major maintenance $ 1,500.00
* Total Fund Balance $23,534.58

Harold Noyes asked that the allocations of the fund balance continue to be included in the Cemetery Commission annual report as in recent years.

**. Budget request for 2022 season** – Ivor Stevens Grounds Maintenance informed Don that their seasonal contract price needed to increase from $2,500.00 to $3,000.00 due to increases in fuel and wage costs. They completed 6 seasons at the $2,500.00 rate. The question arose as to whether the Commission’s annual budget request should increase from $3,000.00 to $3,500.00. Don pointed out that there will be no flag expenses or other regular operating expenses anticipated for the next two years, other than small repairs. We have reserves in both cemeteries for larger repairs. Don felt that with a current operating fund balance of $2,438.37 that the Commission could hold to a $3,000.00 budget request for at least one more year.

David Bemis moved to have the Commission request $3,000.00 for maintenance of the cemeteries in 2022. Seconded by Harold Noyes. All 3 commissioners voted to approve.

. There were no updates for Valley Cemetery

. There were no updates for West Cemetery.

. There were no public comments.

. Date of next meeting set for April 6, 2022.

. The meeting was adjourned at 6:14 PM (Harold Noyes moved to adjourn; David Bemis seconding).

Respectfully submitted,

Donald Capponcelli, chairman