

**MIDDLETOWN CEMETERY BOARD
MINUTES
JANUARY 20, 2021**

CEMETERY BOARD: Fred Tyson, Deb Snider, Ken Blandford, Charlene Kinyalocets, Beth Birch

COUNCIL REPRESENTATIVE: Mayor Nicole Condrey

STAFF: Donna Beauregard, Public Works Parks Leader – Parks & Grounds

MEETING: Called to order at 5:02 p.m.

ROLL CALL

Present: Ken Blandford, Charlene Kinyalocets, Fred Tyson, Deb Snider and Beth Birch.

Also present was City Council Representative, Mayor Nicole Condrey, and City Staff Representative, Parks Leader, Donna Beauregard.

APPROVAL OF MINUTES

Deb Snider made a motion to approve the October 21, 2020 Minutes, Charlene Kinyalocets seconded. Motion passed.

ELECTION OF OFFICERS

Donna Beauregard opened the floor for nominations for Chair for 2021. Ken Blandford made the motion to nominate Deb Snider for Chair. Deb turned down the nomination. Deb then made the motion to nominate Ken Blandford for Chair. Fred Tyson seconded. There were no other nominations. Donna then opened the floor for nominations for Vice-Chair for 2021. Charlene Kinyalocets made the motion to nominate Beth Birch for Vice-Chair. Deb seconded. There were no other nominations. Both motions passed.

AUDIENCE COMMENTS

OLD BUSINESS

Financial Report:

Donna Beauregard distributed copies of the updated Financial Report.

Updated Priorities List:

Donna Beauregard distributed copies of the updated priorities list. Charlene Kinyalocets asked to have pergola added to the list. Obtaining a large rock for a Veterans Memorial was then discussed. Deb Snider said she has been unable to contact anyone at Journey. Several other businesses were discussed to approach about the rock donation. Beth Birch said she would contact Watson's Gravel, and see if they have a large rock to donate. Deb suggested the rock should be around 5' tall and 3' wide. Deb then mentioned she had been told by Woodside Cemetery, the rock would need to be placed on a cement pad. Donations would be needed to pay for this and for the bronze plaque to be placed on the rock. The potential location of the memorial was also discussed. It was decided that lighting for the inside of the vault could wait until the plan for the museum was more formulated. "The box" for the vault museum was then discussed. Charlene Kinyalocets suggested we take a picture of what the Board has in mind, and get a price from Alex Webb to build it. Ken Blandford then discussed the windows on the vault. He said they are stucco now, over the brick, and painted black. He had contacted Discount Glass to get a price to install a painted polycarbonate material. He reported the cost would be \$1751 for four windows. He volunteered to repair the stucco and repaint with a color matching the stone around the windows. Charlene made the motion for Ken to do this. Fred Tyson seconded. Motion passed. Donna mentioned to Ken to email her with the costs for the materials. The Board will vote on these expenditures via email. Possible locations for the pergola were then discussed. The security cameras from the list were then brought up. Board felt the new, automatic front gate had really helped with the vandalism, and that the cameras were no longer needed. Possible locations for the pergola were discussed.

Beth Birch asked what the policy was regarding the maintenance of plants located next to gravesites. Donna Beauregard told her she was free to prune or cut back any plants not being maintained by the owner of the plot. Charlene Kinyalocets then discussed what the Board had done in the past on Keep Middletown Beautiful's Earth Day Event and with AK Steel volunteers. Beth then shared family pictures of the cemetery from the '70's.

Beth Birch then reported on the costs she obtained to resurface the roads in the cemetery. She said the cost for 321 tons of crushed slag, delivered, would be under \$2,000. For crushed gravel, delivered, it would be between \$4- and \$5,000. The idea of doing a section a year was discussed, due to the high cost.

NEW BUSINESS

Maintenance Report:

Donna Beauregard reported the Parks crew had repaired several small slits and openings in the fence along Richmond Street, on the west side of the cemetery. She also reported the Swamp White Oak, from the City's Grounds Division, was planted by the crew on November 11, 2020. It is located in the circle area, behind the Children's Memorial Bench.

Schedule of Meeting for 2021:

Donna Beauregard listed the dates of Board meetings for the remainder of 2021. They are April 21, July 21, and October 20.

BOARD MEMBERS' COMMENTS

Deb Snider stated she was glad to be back on the Board.

OTHER

Next Cemetery Board meeting will be April 21, 2021.

ADJOURN

Deb Snider motioned to adjourn the meeting, Ken Blandford seconded, motion passed. Middletown Cemetery Board adjourned at 6:10 p.m.

Ken Blandford, Chair

Donna Beauregard, Secretary