



Approved: 10/8/2019

Fremont Cemetery Trustee
Meeting Minutes
September 17, 2019

The meeting was called to order by Trustee Matthew Thomas at 4:00 pm in the basement meeting room of the Fremont Town Hall. Present were Cemetery Trustees: Matthew Thomas, Jeanne Nygren and Michael Nygren, Cemetery Sexton Shawn Perreault, Superintendent Bruce White, Town Administrator Heidi Carlson and Scott Cook.

Mr. Thomas made a motion to approve the August 13, 2019 meeting minutes with no changes needed. Mrs. Nygren seconded the motion. Motion was passed.

Superintendent Report – Mr. White stated he will be all done at the end of September. He will no longer be the Superintendent as of this Friday, September 20, 2010. There are two projects he wants to complete before leaving: 1. Trimming the trees with the overhanging limbs with Mr. Cook. Leavitt is done, Village is next and then South Road. 2. Making sure that all the corner markers affected by removing the Leavitt wall are in place and visible. The markers had been marked before the project was stated, however, some got buried in the process of loaming and reseeding. The Trustees are fine with that. Mr. White did state that he would be back for cable in October and available to answer any questions. Mr. White gave the Trustees an inventory of equipment. He circled the items that belonged to him, which he has taken back. Mr. Thomas wondered if any of the items should be replaced. Mr. White suggested the Trustees purchase a wheel barrel. The one we have should be updated. Mr. Thomas asked Mr. White to mark things that he feels we should purchase. Mr. Thomas thanked Mr. White for all his work. Mrs. Carlson introduced Mr. Cook to the Trustees. She did check all his references and did the background check. Mr. Cook has been working for us the last two weeks and he has been working closely with Mr. White. Mrs. Carlson feels he has been a great addition to the staff and things are going well. Mr. Thomas introduced the board to Mr. Cook and welcomed him aboard. Lloyd will still be working for us and with Mr. Cook. Mr. Thomas explained to Mr. Cook that the Trustees have been playing a little catch up with project and the needs for the cemeteries.

RFP Bids on Clearing C & D of Leavitt Cemetery – We received 3 bids:

Carlson explained the letter to abutters and their concerns for maintaining a natural buffer and she will be happy to help.

1. Dzioba Construction Co. – Item One: \$1,875.00; Item Two: \$3,760.00; Item Three: \$1,925.00 and Item Four: \$850.00 for a total of \$8,410.00. There will be a deduction of \$410.00 if the work in contracted at one time. See bid for other specific of work and items not included, such as Permits or Surveying.
2. Blue Sky – List Items One & Two as to be determined, Item Three was listed as create road, and Item Four was listed as removal the tree and back fill. The company listed a price for 3 & 4 as \$3,600 which included removing vegetation and brush to make Item 2 invisible. The company noted that they could not price 1 & 2 until the talked with the town about a retaining wall (item 2) in the back corner of Section D to retain installed fill. After this, the company would be able to price the rest out.



Approved: 10/8/2019

3. All Phase Paving & Excavating – They did not break the job down by item. The company gave a total price for all listed items as \$8,965.00.

After opening the bids, the Trustees compared and discussed them. The Trustees clarified measurements and Mrs. Carlson suggested going back and asking bidders to recalculate that part of the RFP using the new measurements. Mrs. Carlson will work with Mrs. Perreault. Mrs. Nygren suggested the Trustees might want to allot a certain amount of money to the project, this way it can move forward. Mr. Thomas made a motion to set aside \$5,000.00 for the Leavitt Clearing Project for C & D, seconded by Mrs. Nygren, motion passed. Mrs. Nygren stated that getting more precise measurements would help with next year's projects.

Budget – Mr. Nygren feels that it would take about \$20,000 to clear the rest of Leavitt Cemetery. He thinks the Trustees should make a plan to either finish the left side now or not do it at all. The prices will only continue to rise and he believes maintaining the left side will save money in the long run. Mr. Nygren stated that if we don't add the money in to clear the rest of Leavitt the budget could pass as is. Mrs. Nygren wants to do the right side and then get the numbers for the left and do it. Mr. Thomas agreed getting the right side done should be the focus and then start talking about the left. Mr. Nygren asked Mr. Cook if would put together and idea of what his mowing needs will be for next year.

Village – Mrs. Nygren asked about the bench on the Downing lot. Mrs. Perreault stated that as far as she knew the bench just showed up. There was no email asking for permission or what the steps were in order to have the bench. Mrs. Nygren stated that the family needs permission from the Selectmen and she was unaware of anything coming before them concerning the bench. The only thing the Trustees approved was the oversized piece of granite for the headstone foundation. There was a discussion on the cicadas and how to proceed. Mr. White stated they are harmless, gone for now and he will discuss it with Mr. Cook.

Next Meeting set for October 8, 2019 at 4:00 pm in the basement of the Town Hall.

Motion made by Mrs. Nygren to adjourn the meeting, second by Mr. Nygren. Meeting was adjourned at 4:49 pm.

Respectfully Submitted,

Shawn Perreault
Cemetery Sexton