

# Quick Report

## *Cemeteries Advisory Board*

**Meeting Date/Time:** March 14, 2012; 7:00pm – 9:10pm

**Members Present:** Steve Moore, Chairperson; Mary Hayes, Debbie Miller, Vice Chairperson; Marguerite Hutchins

**Exofficio Members Present:** Martin Rody, Historic District Commission Representative; Ernest Dollar, Preservation Society Representative

**Council Liaison Present:** Lee Storrow

**Members not present:**

**Staff Present:** Butch Kisiah; Robert Minick, Debra Lane

**Citizens Present:** Mrs. Rody, Denise Lee, Lee Heavlin, Jim Merritt

<b>Agenda Item</b>	<b>Discussion points</b>	<b>Motions/Votes</b>	<b>Action</b>
1. Business operations of the Board	1. Motion for record for all agreed items	1. Motion by Moore, second by Hayes Passed unanimously	1.
2. Motion to install rule sign at the Chapel Hill Memorial Cemetery and Old Chapel Hill Cemetery	2. To help users/visitors be informed and understand the rules and regulations of the cemetery regarding grave decorations.	2. Motion by Moore, Second by Miller Passed unanimously	2. Appropriate signage to be developed and installed. Continue moderate enforcement of decoration removal.
3. Motion to thank Council Member Lee Storrow for His attendance at the meeting	3. In appreciation of the Councilmember's Attendance.	3. Motion by Miller, Second by Hayes Passed unanimously	3.
4. Continuation of the work With the preservation	4. To continue the ground penetrating	4. Motion by Moore, Second by Hayes Passed unanimously	4. Additional contract with the Preservation Society to be developed and pay the Society

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society	radar study		for work agreed.
5. Report of vandalism in the Old Chapel Hill Cemetery	5. To have damage in the cemetery repaired. Increased surveillance to be requested	5. Motion by Moore, Second by Hayes passed	5. Staff will work to have damage repaired and ask for more police surveillance.
6. Benches in Memorial Cemetery	6. To purchase classic stone benches for replacement benches for the cemetery	6. Motion by Miller, Second by Hayes Passed unanimously	6. Benches will be ordered as requested. "stone classical type" benches.
7. West Chapel Hill Cemetery improvements	7. Request that priority be established to have graves in the West Chapel Hill Cemetery that have subsided filled with dirt and reseeded.	7. Motion by Hayes, Second by Miller Passed unanimously	7. Staff will make this work a priority.
8. West Chapel Hill C Cemetery improvements	8. Request to have debris on railroad property along the edge of the cemetery removed.	8. Motion by Miller, Second by Hayes passed	8. Staff will contact the Railroad to determine what can be done to remove the debris.
9. Results of the Town Survey related to cemeteries	9. To acknowledge the results of the recent town services survey and to	9. Motion by Moore, Second by Hayes Passed	

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	congratulate the staff on improvements to the appreciation of the cemeteries by town residents.		
10. Council Petition regarding protection of Old Cemetery	10. To allow the committee to respond to the draft of the upcoming staff response to the 2010 petition to Town Council regarding the Old Chapel Hill Cemetery without holding a formal meeting. The staff response is anticipated in April.	10. Motion by Moore, Second by Hayes Passed unanimously	10. Board will develop response to draft response to present to Council.
11. Memorial cemetery master plan	11. To request that the Town move forward with the implementation of the development of Memorial Cemetery as outlined in the established master plan as quickly as possible.	11. Motion by Moore, Second by Hutchins Passed unanimously	11. Written request will be forwarded to the Manager's Office.
12. New Committee Member application	12. Request that the Council appoint Jim Merritt to fill the vacancy on the	12. Motion by Hutchins, Second by Hayes Passed unanimously and enthusiastically	12. Recommendation memo to be sent to Council.

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	committee created by the resignation of Eshpur Foster.		
13. Change in meeting schedule from legislated timing	13. Suggestion that the committee begin meeting monthly if needed instead of quarterly. Committee to continue to meet quarterly.	13. Motion by Hutchins, Second by Hayes to continue to meet quarterly. Passed with a 3-1 vote	13. Meeting will remain quarterly with next meeting scheduled for June 13 <sup>th</sup> . Additional meetings if needed will be called.
14. Veterans Memorial proposal for Memorial Cemetery	14. That the memorial footprint be limited to <u>only</u> the area covered by bricks currently defined as the brick plaza and additions to memorial that will require exceptional continuing cost (eg. Water, lights, special plants, etc) <u>not</u> be included.	14. Motion by Miller, Second by Hayes Passed unanimously	14. Design team will be so informed.

Next meeting scheduled for June 13, 7:00pm at Plant Road

Meeting Adjourned at 9:10pm