

Village of Skaneateles
Cemetery Board of Lakeview Cemetery
Regular Meeting – August 15, 2013

Present: Robert Gray, President
Patricia Blackler, Commissioner
Gary Trenti, Commissioner
Mary Sennett, Village Trustee
Bob Lotkowitz, DMO
Roben Shappell, Deputy Clerk
Steve Delaney, Seasonal Worker
Burt Jordan, Seasonal Worker
Dennis Dundon, Clerk to the Boards

President Gray called the meeting to order at 9:00.

Upkeep – President Gray said that Tony LoBello had recently remarked on the fine condition of the cemetery, which is due to the efforts of the seasonal workers -- Mr. Delaney and Mr. Jordan. They, in turn mentioned that although the rules are clearly posted, there are numerous instances of people having multiple pots and those who stick artificial flowers in the ground. In some cases they must be removed, but frequently they are left as a sign of respect for those interred. The no pet rule is not observed, however owners do clean up after their animals. The Board discussed the rules and how posted. The workers noted that there are not as many woodchucks as there once were, demonstrating the effectiveness of the trapping.

DMO Lotkowitz and Trustee Sennett complimented Mr. Delaney and Mr. Jordan on the fine appearance of the cemetery.

Signage – Comm. Blackler said that she has not yet installed the new road signs that were provided for in the budget. DMO Lotkowitz suggested that Comm. Blackler get the signs delivered now. The DPW crews will get them erected. Comm. Blackler said that she would consult with the seasonal workers on suggestions for the best location.

Ms. Shappell's question – Roben Shappell asked for guidance about the right to erect a monument on a grave that is owned by another. President Gray indicated that the desired monument for someone buried in a grave location owned by someone else should receive the owner's approval in advance.

Price Lists – Comm. Blackler gave DMO Lotkowitz a supply of updated, current Price Lists.

Administrative Signs – In response to Comm. Blackler's anecdote regarding her being approached while at the cemetery by people having questions, Pres. Gray noted that most cemeteries (but not municipal cemeteries) are required to post price lists and a contact phone

number. Comm. Blackler will ensure that there is a display of both items on the door of the maintenance building.

Records Updates – Pres. Gray noted that with the presence of all interested parties, that he intended to have a discussion of communication; a topic that has led to previous concern and expressed dissatisfaction over record-keeping. Ms. Shappell noted that Jim (no longer employed) recorded burials, foundation orders and lot sales. She is concerned that a desirable double check may no longer be in place. DMO Lotkowitz reported that burials are continuing to be recorded in a paper document book maintained at the cemetery by the DPW workers. Foundations are kept in a file at the cemetery and summarized by DMO for the Clerk’s staff at the end of the year. Sales are handled at the Village Office; DMO was apprised of the fact that a handwritten log is maintained by the office. The current version goes back to late-1999. Comm. Blackler offered to provide DMO with a photocopy of the past three years activity, so his map of available graves is accurate when he is showing a prospective buyer. Ms. Shappell indicated that she submits completed burial certificates to the County quarterly.

Foundation orders are received by DMO via email; he will copy Ms. Shappell on these when he replies. Pres. Gray expressed that he believes that monument companies should be paying for foundations at the time of order. Most cemeteries require that foundations be paid for before a monument is placed on that foundation. Ms. Shappell indicated that most of the monument companies are being billed annually in arrears. After extensive discussion over best practices and financial exposure, all agreed to continue the current practice of billing annually.

On another matter, all agreed that the best way to contact the seasonal workers is to make a visit to the cemetery.

Transactions –

Section 11A, Lot 278, 2 south graves, monumented Deed 248, Book 8 Trust Deed 3260	Clinton L & Kathleen A Woodford 711 Franklin Street Skaneateles, NY 13152
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Section 11A, Lot 237, 2 north graves, monumented Deed 249, Book 8 Trust Deed 3261	Diedre Tait 4741 Rushmore Drive Syracuse, NY 13215
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Next Meeting – The next regularly scheduled meeting will be held on September 18, 2013 at 9:00 am.

President Gray thanked all participants for attending, noting that the presence of all made for the ability to deal with issues directly and quickly.

The meeting was adjourned by acclamation at 9:40 am.

Respectfully submitted,
Dennis Dundon, Clerk to the Boards