

**Village of Skaneateles  
Cemetery Board of Lakeview Cemetery  
Regular Meeting – May 17, 2016**

**Present:** Rob Gray, Chairman  
Mary Marshall, Commissioner  
Roben Shappell, Commissioner  
Shannon Harty, Director of Municipal Operations  
Jorge Battle, Cemetery Administrator  
Dennis Dundon, Clerk to the Boards

**Absent:** Gary Trenti, Commissioner  
Susan Murphy, Commissioner

Chairman Gray called the meeting to order at 9:05 am, welcoming Comm. Shappell to the Board.

The Chairman noted the receipt of a letter from Charles & Nancy Williams who would like Barnett Memorials to install the concrete foundation for their monument. After discussion among themselves and DMO Harty, it was the sense of the Commissioners that the Williams' be allowed to proceed, subject to Barnett coordinating all work with Comm. Shappell. DMO Harty will review this situation with the DPW. DPW foreman Short will oversee the work on behalf of the Village when done. [Subsequent to the meeting Clerk Dundon communicated the Board's decision and requirements to Mrs. Williams.]

**Review of Saturday Burials** – Burials taking place on Saturdays have an impact on our DPW crews, since a full burial requires two workers to be present and it is always an overtime situation. It is advantageous to have such burials concluded as early in the day as possible. The board revisited its discussion at the April meeting and concluded that the **cemetery rules should reflect that any Saturday services should be at the gravesite no later than noon, with all out of the cemetery by 1 pm. Further, that overtime charges would be assessed for activities after 1 pm at a rate of \$200 per hour. On motion of Ch. Gray, seconded by Comm. Marshall, these amendments were adopted by a vote of 3 – 0 in favor of the motion.**

**Review of Cremation Burials** – At the April meeting, this topic was reviewed. It is important that our workers be able to find the container, in the event of a second burial in the lot. Any container used needs to be resistant to moisture and probing to maintain the integrity of the remains. Only marble or cultured marble urn containers are robust enough for direct burial, any other urn requires an urn vault. The board discussed the need for the rules to be clear on that point; DMO Harty will ensure that these requirements are included in the general overhaul. The vault fee of \$150 should be added to the price sheet. The Board revisited these conclusions and verified its continued agreement with this approach.

**Upkeep** – DMO Harty noted that the arborist had recently toured the cemetery finding that a lot of dead wood should be trimmed. Initial estimate was \$5,400 to manage. She has authorized Bartlett to expend up to \$3,200 for tree trimming needed. The surplus lawnmower brought \$3,000 at the auction. Ch. Gray mentioned that the Pitman stone still needs to be removed, foundation repaired, and reset. DMO Harty confirmed that it is on the list of foundation work to be done, but it may not happen by Memorial Day. The cemetery is receiving lots of attention from the seasonal workers and the DPW to get it looking good by Memorial Day. After Memorial Day the staff will return to just Burt Jordan and Keith Dickover.

**Consideration of Draft Rules, Regulations and Fees** – DMO Harty suggested this discussion be deferred to the June meeting in anticipation of producing another revised draft.

**Seasonal Workers** – Burt Jordan started in April. Keith Dickover will be available June 1. Mike Plunkett and Noel have been working on Memorial Day get-ready.

**Revisions to layout Section 11B** – Grever & Ward quoted \$4,500 to change the map and to change the markers in order to provide a mirror-image layout on both sides of the Winkelman lot. Mr. Batlle stated the purpose was to create more family lots, which have been selling well recently. DMO Harty noted that the change would convert 68 planned graves into 42 planned graves. Mr. Batlle noted that buyers have a preference for lots located adjacent to the roadways, rather than interior lots, and lots that can accept a monument. Ch. Gray opined that the funds are not available right now. Mr. Batlle noted that most of the remaining inventory in Section 11A will accept only flat markers.

**Private Mausoleums in Section 11B** – The Board continued its discussion on the policies regarding pricing for private mausoleums in Section 11B. The Board felt that the northeast corner could be configured like the southeast corner to accommodate a possible mausoleum. After considerable discussion about incorporating multiple grave purchases and foregone opening fees, the Board agreed on the following regulations and pricing for Mausoleum-permitted Family Areas:

- **Lots 392+393+394 is available only for purchase in a single transaction at a price of \$26,000 (on motion of Ch. Gray, second by Comm. Marshall, 3 – 0 in favor)**
- **Lot 426 is available only for purchase in a single transaction at a price of \$12,000 (on motion of Comm. Marshall, second by Comm. Shappell, 3 – 0 in favor)**
- **Lot 142 is available only for purchase in a single transaction at a price of \$8,000 (on motion of Ch. Gray, second by Comm. Marshall, 3 – 0 in favor)**
- **Mausoleum entombment charges would be set at \$200 during the week and \$300 on weekends (on motion of Comm. Shappell, second by Comm. Marshall, 3 – 0 in favor)**
- **Prospective buyers must furnish a proposal consisting of site plan, elevations and material list for review by this Board. The Buyer is responsible for providing the foundation and any required ongoing maintenance of the structure or foundation. Foundation design must be certified as meeting building codes by the Code Enforcement Officer.**

**Cemetery Administrator** – Mr. Batlle reported:

- National Register has acknowledged receipt of the application to place Lake View Cemetery on the National Register. A representative from NR visited two weeks ago for a tour of the cemetery, the last step in the application process. A decision should be forthcoming at the end of summer.
- A family having the Radley plot in Section 2 would like to construct a small upright stone marker for a relative adjacent to the monument close to the actual grave. They understand that the Village would have to prepare the foundation. **Conditioned upon a visit by Ch. Gray, Comm. Shappell and Mr. Batlle finding acceptable conditions and upon receipt of a design sketch, on motion of Ch. Gray, seconded by Comm. Shappell the request was approved 3 – 0.**

**A Village Minute** – Trustee Dove reported that the Board has been reviewing several local laws. Trustees approved striping of parking spaces on West Genesee and West Lake and new parking fees, while tabling new parking regulations for restaurants.

**Budget items** -- **New mower** – DMO Harty has purchased a new mower in this FY.

**Transactions** –

Section 11B, Lot 624, Deed 27, Book 9 Trust Deed 3293	2 graves, monumented	James McClennan P.O. Box 85 Skaneateles, NY 13152
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Section 11A, Lot 271, Deed 28, Book 9 Trust Deed 3294	2 south graves, monumented	Elaine Palmer 1010 The Lane Skaneateles, NY 13152
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Section 11B, Lot 517, Deed 29, Book 9 Trust Deed 3295	2 graves, monumented	C. Jay Steigerwald III 1425 Garden St, #405 Hoboken, NJ 07030
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Section 11A, Lot 269, Deed 30, Book 9 Trust Deed 3296	2 south graves, monumented	Madeline/Robert Nethercott 3194 Barrington Way Auburn, NY 13021
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**Other** – An Eagle Scout candidate has proposed a project to GIS map veterans' grave sites for online presentation. The Board was encouraging.

**Next Meeting** – The Board confirmed that the next regularly scheduled meeting will be held on June 21, 2016 at 9:00 am.

This meeting was adjourned by acclamation at 10:18 am.

Respectfully submitted,  
Dennis Dundon, Clerk to the Boards

