

**Village of Skaneateles  
Cemetery Board of Lakeview Cemetery  
Regular Meeting – October 18, 2016**

Present: Rob Gray, Chairman  
Mary Marshall, Commissioner  
Roben Shappell, Commissioner  
Susan Murphy, Commissioner  
Jorge Battle, Cemetery Administrator  
Sue Dove, Village Trustee  
Kierstin Dufford, Deputy Clerk  
Dennis Dundon, Clerk to the Boards

Absent: Pete Buehler, Commissioner

Chairman Gray called the meeting to order at 9:04 am.

**Upkeep –**

- Foundation work – Chairman Gray has tried to talk with Wayne Peters about the vault and chapel basement, but is not getting his calls returned. Ch. feels like we may need to find another mason. Those present suggested Dave Bean, Randy \_\_\_\_ and Mend-All as possibilities.
- Barnett is still working on the tipped monuments. They claim that they are waiting for DMO Harty. The Pitman stone has still not been taken care of. Robinsons have reported that their foundation is failing; monument has been removed in preparation for the foundation work to be done. Chairman Gray will follow-upon progress.
- The Brock family has 6 lots in Section 5 in the second row from the drive. There is some empty space in front of them, that some say held a tree at one time. They approached Dave Short regarding its status. Short and Ch. Gray see no reason why the ground could not be used for burial – there is enough room for 6 graves and foot markers are there suggesting that was the original plan. **Comm. Marshall, “I move that we authorize these 6 graves as being available for sale and that we afford the Brock family the exclusive opportunity to purchase any or all until offered for general sale on January 1, 2017.” Comm. Murphy seconded the motion. Upon the unanimous vote of the members present in favor of the motion, it was carried 4 – 0.**
- Ch. Gray believes that Section 11B should have bushes and shrubs planted in the southwest upper corner where the family lots are. The concept worked out by Tony LoBello included some yews and evergreens in scattered locations and a 60 foot long planting bed running between lots to intercept a tree. The cost for this would be \$6,000 and he recommends doing the work in the fall when watering needs are less. If Village personnel could assist with some prep work, the cost could be reduced by \$1,500. Comm. Shappell reported that the budgeted amount for tree maintenance for FYE '17 has

already been fully obligated. Mr. Batlle stated that he is fully supportive because “trees and bushes sell lots.” He urged that the work be completed all at once and as soon as practical; “budget the full amount and get it done.” Ch. Gray will talk with DMO Harty regarding other sources of funding.

**Consideration of draft rules, regulations and fees as proposed by Comm. Shappell and DMO Harty** – The second draft has not yet been prepared; this item will be continued to the November meeting.

**Discussion of software for cemetery management** – At the September meeting, Chairman Gray and Deputy Clerk Dufford reported having identified some systems for further exploration – Cemetery Information Management System, CryptKeeper, Cemetery Management Database, etc. Chairman Gray repeated that Oakwood has two systems, including a made-to-order Excel spreadsheet that enables them to click on a section and add info. Comm. Shappell reported that Deputy Clerk Dufford has been researching the systems. Deputy Clerk Dufford reported that she is recommending that the Village acquire a license for Cemetery Management Database, a low-cost but flexible program that lends itself to both recordkeeping and research. The cost for a single user license and the importation of the Village’s maps is only \$335, a one-time fee. Mr. Dundon recommended that she explore the option of having the developer provide interactive maps as an add-on; while probably more expensive, it can substantially increase the system functionality. The database will reside on a single computer and will be backed-up regularly. After further discussion and questions, **Comm. Murphy, “I move that we authorize the procurement of a single user license for Cemetery Management Database and that the expenditure be charged to the Materials & Supplies line item of the current year’s budget.”** **Comm. Marshall seconded the motion. Upon the unanimous vote of the members present in favor of the motion, it was carried 4 – 0.** Deputy Clerk Dufford stated that for data input she would be working backward, capturing any current activity for sales and interments as they occur and then adding 2016, 2015 and 2014 activity as the first step.

**Seasonal Workers** – Ch. Gray noted that Burt Jordan is still working doing final clean-up. His end date for this season will probably be at the end of the month.

**Cemetery Administrator** –

- Virginia Bartos of SHPO provided a list of additional information required to Mr. Batlle to further the Village’s application for Lake View Cemetery to be added to the National Register. In researching the answers, Mr. Batlle counted a total of 9,349 known interments, verified that the Loney mausoleum is empty, and prepared background synopses to explain the elaborate grave sites for the Legg, Thayer, Gillis, Speck and DeCost families, among others.
- SHPO has indicated that things are now on track for a December submission to the State for first approval.

**A Village Minute** – Trustee Dove reported that there was a robbery at Skaneateles Furs yesterday afternoon that involved the use of force. All expressed concern for the well-being of the store employee who was involved. The DPW has transitioned from brush pickup to leaf pickup for the remainder of the fall. The Village Board authorized the preparation of new

official Village maps to include recently annexed property as well as some other minor changes and authorized the next Fire Dept. Casino night. The Board also approved the operation of a shuttle from Austin park pavilion to downtown during Dickens. Trustee Dove noted that the Fire Department is planning a fundraiser for acquisition of a new personal watercraft.

**Potential New Members** – Comm. Shappell reported that she had told Bob Green that a letter expressing interest is required for consideration.

**Transactions** – There were no new transactions to report.

**Next Meeting** – The Board confirmed that the next regularly scheduled meeting will be held on November 15, 2016 at 9:04 am.

Chairman Gray said that he will follow-up with DMO Harty on the Barnett status and potentially funding the bushes for Section 11B.

This meeting was adjourned by acclamation at 9:52 am.

Respectfully submitted,

Dennis Dundon  
Clerk to the Boards