

**Village of Skaneateles**  
**Cemetery Board of Lake View Cemetery**  
**Regular Meeting – February 20, 2018**

Present: Rob Gray, Chairman  
Roben Shappell, Deputy Chair  
Mary Marshall, Commissioner  
Pete Buehler, Commissioner  
Jorge Batlle, Cemetery Administrator  
Sue Dove, Trustee

Chairman Gray called the meeting to order at 9:03 am.

**Pursuit of Grant – Chapel & Vault** – Chairman Gray said that the Village Board approved the bill to pay Architect Chris Kozub to get started on the appraisal. Trustee Dove said that the work to be done is fitting for the type of grant that is being applied for. She also mentioned that Mr. Kozub won't be starting the work this week, but perhaps by next week. There should hopefully be a total amount for the appraisal within the next month to submit with the grant application.

**Upkeep**

**Tipped or fallen stones – availability of interest** -Deputy Chair Shappell explained that the availability of funds depends on what type of trust accounts are set up for the cemetery. If the account is an expendable trust, then the principle and interest can be used for cemetery expenditures. This will have to be discussed with the auditors to determine what type of account is set up. Comm. Buehler asked if there was a resolution for when the account was set up, but Deputy Chair Shappell replied that since the account was set up so many years ago, there is no information to be found. The type of account will hopefully be known by the next board meeting. Trustee Dove would also like to know about the Burrows Chapel Organ Fund and how the funds can be used. Mr. Batlle will look into contacting someone, and getting a repair estimate for the organ.

**Cemetery Administrator** – Mr. Batlle said he has not heard any more information from Jim Tracey regarding the mausoleum. He would like to look into replacing some of the trees in the cemetery. Mr. Batlle said that quite a few of the trees planted last year are not doing so well. He suggested looking at other vendor options for purchasing trees. Chairman Gray said we can work with what is left in the budget for this fiscal year to replace trees and bushes, but some may still have a warranty.

**Budget Preparation** – Mr. Batlle asked about where the funds go after the sale of a grave. Deputy Chair Shappell explained that the funds are split up on an invoice, and specific costs go to different

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accounts. There is the cost of the grave, and the cost of the perpetual care. Trustee Dove said that we will likely meet the revenue budgeted for FYE 2018. She said according to the Treasurer's Report for January 31, 2018, there is about \$4000.00 needed to meet the budgeted revenues. Chairman Gray said he spoke with Director Harty about replacing the Pug Utility Vehicle with a Kubota, and received a quote for \$12,837.00. Other departments may be able to use it, which will help with the cost of the new equipment. Chairman Gray said Director Harty is not certain about purchasing a new mower for the current fiscal year. Chairman Gray mentioned that the driveway in 11B needs to be paved. Trustee Dove said there is no line in the budget for the expenditure, and it will have to be brought to the Village Board for consideration. Comm. Buehler asked when the cutoff is for purchasing, and Deputy Chair Shappell said the end of the fiscal year is May 31, 2018. Comm. Buehler also asked if any other equipment was needed in the cemetery, but Chairman Gray said that he has not heard anything from Director Harty. Comm. Buehler questioned whether the budget line for a new mower should stay if it won't be needed this fiscal year. Trustee Dove suggested the possibility of using the money towards driveway repairs instead. Chairman Gray said he will check with Director Harty once more to see if any equipment will be purchased this fiscal year.

**A Village Minute** – Trustee Dove said there is not much to report.

**Transactions** – There were no transactions to report this month.

**Other Business**

- Chairman Gray reported that there are two deceased in the vault and the fees totaled \$700.00.

**Next Meeting** – Scheduled for March 20, 2018 at 9:04 am.

**On the motion of Comm. Marshall, seconded by Deputy Chair Shappell, this meeting was adjourned at 9:31 am.**

Respectfully Submitted,

Kierstin Karlik

Deputy Clerk-Treasurer