

1. Calling the meeting to order
Laurie Martocci called the meeting to order at approximately 6:36 pm
Members present - Laurie Martocci, Dot Maggio and Doug Wellman
Members absent - Howard Osgood and Mike Winot
2. Changes to the agenda
None
3. Review draft minutes of May 15, 2025
Laurie motioned to accept the draft minutes
Doug seconded the motion
All in favor - Minutes accepted for May 15, 2025
4. Members of the Public
Scheduled - None
Unscheduled - Roger Albee
Mr. Albee expressed his appreciation to the commissioners for their work on maintaining and updating the cemetery records at the Riverside Cemetery and looks forward to seeing the antique wrought iron fence installed along the street side.
5. Old Business
 - A. Purchase of fencing
The Riverside Cemetery was gifted \$2,000.00 to purchase an antique wrought Iron fence from Barbara Bourne. Roger Albee donated \$500, Howard Osgood donated \$500 and Ron Albee donated \$1000.00 towards the fence. Thank you letters were sent with gratitude.
 - B. It might be possible to install the fence later this fall if not next spring. Gates and supports come with the fence panels. Mrs. Bourne was notified that an invoice needs to be submitted to the town for payment of the fence.
 - C. The Buy Back Policy was reviewed.
Laurie Martocci moved to approve the Buy Back Policy
Dot Maggio second the motion
The Policy was approved
Signatures needed on the policy.
 - D. There are an estimated 40 unsold plots in section 5 of the Riverside Cemetery
It was noted that some records were not properly listed in the Deed book.
Laurie and Dot have offered to work on this during the next few months.

- E. Cemetery Deed form was reviewed and some edits were suggested.
The Town Clerk may opt to modify the form so that it is easier to review
- F. The By-Laws of the Riverside cemetery were reviewed and some edits were suggested. The By-Laws require some signatures at the next meeting.
- G. Process and Procedures to follow when an inquiry comes in for purchasing a cemetery plots were discussed. Dot offered to meet with the Town Clerk and review the processes including recording any deeds sold in the index and the alphabetical listing in Book 1 which is kept in the vault.
- H. Copies of the cemetery map that Howard has should be made so that there are extras if needed. Dot offered to do this.
- I. Dot Maggio made a motion to spend up \$100 for supplies needed
Laurie Martocci seconded the motion.
\$100 was authorized to purchase supplies, make copies of maps etc upon voting.
- J. The next meeting should review / complete any unsigned documents, plans for installing the fence at the cemetery and any other business which make come forward.
- K. The next meeting date to be determined
- L. Laurie Martocci moved to adjourn the meeting
Doug Wellman seconded the motion
The meeting was adjourned