



**TOWN OF BEDFORD
CEMETERY TRUSTEES MEETING
CARRIAGE SHED
11 CHURCH ROAD
September 11, 2020
5:00 PM**

Meeting Minutes

- 1. ROLL CALL & QUORUM:** Chairman Bailey Called the meeting to order at 5:01 PM
- 2. PRESENT:** David C. Bailey – Chairman, Steve Wiggins Trustee, Art Alden Trustee/Secretary
- 3. OLD BUSINESS:**
 - a. Discussion & vote on bid to repair stones in Back River Rd Cemetery**

Chairman Bailey noted that there was only one response to the Request for Proposals that was sent our earlier this year. Gravestone Services of New England, LLC (GSSNE) was the only proposal received. Their Bid was compliant to our requirements with visual evidence of past performance for gravestone restoration. GSSNE total price for 15 repairs and 62 leanings totaled \$8,500. After a review and discussion of the GSSNE proposal, Steve Wiggin motioned to vote and accept GSSNE’s proposal. Art Alden seconded the motion. Chairman Bailey called for a vote on the motion, motion passed 3-0
- 4. Discussion on maintenance work to be done before winter**
 - a. The first of three projects required before winter is to upgrade the water spigots. There are 14 that need to be upgraded and one that needs to be moved. We have accepted a verbal bid of \$1,400 from Bradford Tree (roughly \$100 per spigots) to complete this effort.
 - b. The second project is to cap off the Receiving Tomb in Center Cemetery. This needs to be completed to ensure heavy or melting snow does not leak into the interior of the tomb. A verbal bid of \$1,400 was received and accepted for this effort from Bradford Tree.
 - c. The third project is tree trimming in several sections of the cemetery. This needs to be finished before heavy snow or ice storms kick-off the winter. Fallen tree limbs or the trees themselves can create hazard conditions in the cemetery, plus significant damage to gravestones. We are in process of getting bids for that work.
- 5. NEW BUSINESS:**
 - a. Chairman Bailey mentioned that he has been in contact with the surveyor from Dignified Cemetery Services who would come to our cemetery to help us determine if there is potential areas where we could add additional grave sites in our current land.
- 6. ADJOURNMENT:** Chairman Bailey called for a motion to adjourn Steve Wiggin motioned to adjourn
Art Alden seconded the motion, Chairman Bailey, called for a vote,
Motion passed 3 – 0 Adjourned at 5:35 PM