

**Town of Bedford  
Cemetery Trustees Meeting Minutes  
November 3, 2022**

**1. ROLL CALL**

A meeting of the Bedford Cemetery Trustees was held on Thursday, November 3, 2022, at the Town Office Conference Room, Town Office Building, 24 N. Amherst Road.

Chairman Bailey called the meeting to order at 3:06 PM.

Trustee Ricciardi was absent due to a prior commitment and Trustee Wiggin had a meeting in Concord and said he would be there as soon as possible, so there was no quorum. There was no one in the audience.

Trustee Wiggin arrived at 4:06 PM so they now had a quorum and could conduct business.

**2. NEW BUSINESS**

**a. Discussion & Selection of new software program**

Chairman Bailey explained that due to the untimely death of Bill Duschatko, they had no one who knew how to enter data such as burials or even how to update the website. The software itself needed updating as it was approximately 20 years old. Chairman Bailey worked with IT Department and two bids were received. One from CemSites of Perryopolis, PA for \$10,700 and one from Sauk City, WI for \$12,025. Both bids had different options and add-ons. They compared both basic systems. IT recommended that they select CemSites.

**MOTION by Chairman Bailey to accept the bid of CemSites. Seconded by Trustee Wiggin. Vote taken – Motion Passed unanimously.**

**b. Discussion & Selection of Company to remove 2 diseased large maple trees in old section of Center Cemetery**

Chairman Bailey explained that for the past couple of years, large branches have come down sometimes destroying gravestones. One tree had been held together for many years with cables. Trustee Wiggin also obtained a report from an arborist who recommended that the trees be taken down as they are diseased and branches would continue to fall causing damage to stones and possible a danger to people. The trees are hard to get at and the owner of the property at 3 Church Road would allow access from his property, which would save several thousand dollars. Four companies were invited to bid and two declined. The two bids received were from Low Impact Logging LLC for \$12,800 and from Technical Tree Service for \$9,850.

**MOTION by Trustee Wiggin to accept the bid from Technical Tree Service. Seconded by Chairman Bailey. Vote taken – Motion Passed unanimously.**

The work would begin sometime after the ground freezes. Chairman Bailey explained that the money would come from unexpended funds in the 2022 budget that were for the repair of the irrigation system in the Hilltop section and further expansion.

The irrigation project did not go forward as no bids were received by the deadline. One bid was allowed after the deadline, but the Trustees, in their opinion, felt the bid was way too high and not in total conformance to the RFP. Money was in the 2023 proposed budget to try again for the irrigation project.

**3. OLD BUSINESS** – None

**4. ADJOURNMENT**

The meeting adjourned at 4:26 PM.

Respectfully submitted,

David Bailey, Chairman