



The Commissioners of the Cemeteries

The North and East Burial Grounds Commission
The Town of Bristol, Rhode Island
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2024 FEB 14 AM 7:44

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

MINUTES

The meeting of Wednesday, November 15, 2023 was held at The Chapel at North Burial Ground at 1081 Hope Street, Bristol, Rhode Island. The meeting was called to order by Chairman Charles Cavalconte at 6:00 PM. Present were Chairman Charles Cavalconte, Commissioner Ed Carusi, Commissioner Susan Church, Commissioner Kathy Moran, Commissioner Jim Riccio, Alternate Josh Cabral, Lily Ramsay, Superintendent Enzly Ramsay, and Recording Secretary Carol Gafford.

1. **PLEDGE OF ALLEGIANCE TO THE FLAG.**
2. **A MOMENT OF REMEMBRANCE:** For our dead and their families
3. **REVIEW & APPROVAL:** Minutes for the October 11, 2023 meeting were approved with a motion from E. Carusi, seconded by J. Riccio and approved by all.
4. **REVIEW:** Monthly Census of Cemetery Use and Sales Income. There were 6 burials in September 2023 and a total of 32 for this calendar year.
5. **REVIEW:** Monthly Expenses and Invoices for October 2023 were reviewed. Superintendent Ramsay submitted and invoice schedule. The Board will review it.
6. **UPDATE:** The link for the new cemetery program is [North Burial Ground – Search Powered by CemeteryFind](#). This link will eventually be posted on the Town's website.
7. **UPDATE:** Chairman Cavalconte read a letter written to the town regarding financing of Capital Projects.
8. **UPDATE:** Bill Chittick has submitted an ambitious tree plan for the cemetery. The plantings may be done in phases. Superintendent Ramsay will talk with Bill. Discussion also took place on tree memorials. Commissioner Church made a motion for spending \$10,000 on tree planting for the 2023-2024 year. Seconded by Commissioner Moran. The Commission will revisit the plan for the 2024-2025 Fiscal Year.
9. **UPDATE:** Gravestone restoration is on hold at this time.
10. **UPDATE | STATUS PROJECTS at THE CREMATION GARDEN (CG):** Chairman Cavalconte reviewed current and future projects. Discussion continues on restoration of the pond patios for the bronze niche. Ongoing research continues for additional columbaria and niche wall and foundations. path update and grading; work on estimate for cement or aggregate for paths continues. This is a work in progress.
11. **UPDATE | STATUS PROJECTS at THE NORTH BURIAL GROUND:**
Status of ongoing repair of stone wall on Hope St; Update regarding the painting of the Hope St. wall; Trees management: Planting, trimming and removal. *See update.* New metal gates for Gate 5; Repair and reconfiguration of the wall on the west side of Gate Four; Status of Westside development: report about/from The Ward Group; update

removal of the dirt: trees and re-staking of the center road states by Surveyor Steve Murgo. Update map of underground utilities: water/electricity. Community center as source for utilities for Westend? road naming This is a work in process.

12. **UPDATE | STATUS REVIEW:** There is no new update on the EBG Gate Restoration project.

13. **DISCUSSION |REVIEW|BUDGET:**

- I. Handout was given for new pricing for the Right to Burial and cemetery services for both the disposition of Full Body Burials and Cremains and associated operational expenses. Chairman Cavalconte would like the Commissioners to review this for next meeting.
- II. Handout was given for the FY 23-24 Budget. Chairman Cavalconte would like the Commissioners to review this for next meeting.
- III. Handout was given on Tree purchase and planting. Chairman Cavalconte would like the Commissioners to review this for next meeting.
- IV. Discuss the self-financing of capital projects using the Perpetual Care Fund and the development of a repayment schedule. Capital Projects for NBG and EBG include but are not limited to: the development of the west side of NBG, expansion of the Cremation Garden, road maintenance and widening for pull over space, the development of an additional formal cremation space/s, consideration of a formal committal prayer/chapel area, tree purchase and planting, purchase and placement of meditation benches, etc.

New Business

There was no New Business

14. **ON GOING: DATES AND REMINDERS:** US Flags are always available for the graves of veterans at the NBG's Superintendent's office or from The Bristol Council of Veteran.

15. **COMMISSION MEETINGS FOR THE REMAINDER OF 2023:** The Commission meets on the 2nd Wednesday of the month at 6:00 at The Chapel at North Burial Ground, unless otherwise noted: There is no December meeting. New schedule for 2024 will be posted. The first meeting of 2024 will be Wednesday January 10, 2024 at 6:00PM.

16. **COMMISSION MEETINGS ARE POSTED AT THE FOLLOWING LOCATIONS:**

The Bristol Post Office | Bristol Town Website | RI Secretary of State Website:

http://sos.ri.gov/openmeetings/?page=view_entity&id=4502

Chairman Cavalconte entertained a motion to adjourn. Motion was made by Commissioner E. Carusi and seconded by Commissioner J. Riccio. The Meeting adjourned at 7:12PM. Next meeting January 10, 2024.

~Respectfully Submitted and Approved for Record
Wednesday January 10, 2024
Carol Gafford, Recording Secretary