

**ANNUAL REPORT  
( 2017 )**

**POCASSET HILL CEMETERY COMMISSION (PHCC)  
TOWN OF TIVERTON**

**MEMBERS:**

Shirley Moller (Chairperson)

Robert Vieira ( Vice Chairperson)

Robert Sedoma (Secretary)

John Christo (Treasurer)

Alfred Almeida

**SUPERINTENDENT:** Ron Helger - Contract three years effective May 1, 2017 with two year options to renew for one year each time.

**TOWN COUNCIL LIAISON:** Joan Chabot and Joseph Perry

**MEETINGS:** One meeting per month on 2<sup>nd</sup> Wednesday of the month 7PM. Meetings held at the Senior Ctr

**GENERAL OPERATIONS:**

**BURIALS:** 49

**CREMATIONS:** 2 ( None in cremation section)

**VETERAN'S CIRCLE** 1

**SALES:** Burial Plots 21, Cremation Section None

**LOT RETURNS:** 4, (Lots 6616,6617,2120,2121)

**DEED TRANSFERS:** None

**REFUNDS:** \$ 2,100.00

**GROUND MAINTENANCE:** Ron and his crew have done a great job in maintaining the grounds and providing excellent service.

**MEMBERSHIPS:**

Mr. Alfred Almeida and Mr. Robert Sedoma became members of the commission.

## **HIGHLIGHTS / IMPROVEMENTS**

Additional exit signs will be purchased to help guide visitors.

New flag clips were installed on the Veteran's flag pole.

New rope was installed on community flag pole.

Three American flags were purchased for the Veterans flag pole with the allotted funds from the town budget.

Signs were installed notifying visitors to not feed the cats. PAWS was helpful with this issue..

A court order resolved the problem of the wrong deed/burials. However, transfer of the deeds to the proper owners has yet to be done.

Two benches have been ordered with regard to the beautification plans for the Cremation Section.

The Town's DPW has made improvements to our roadways. New roadways have been installed around section 3000 and Magnolia street has been straighten.

By Laws (Hand Book) were revised by the commission. Currently under review by Town Solicitor. Will be submitted to the town council upon completion of solicitor's review and comments.

## **RECORDS:**

Sale and burial records are stored at the Tiverton Town Hall. Backup records are on a CD, flash drive and on some commission members personnel computers. Hard copy record books are located with commission chairperson, superintendent and at the Town hall.

## **REPAIRS:**

New clips installed on Flag pole in Veterans section.

Rope replaced on Community flag pole

Two POW flags were repaired

Water pipe repairs

## **ON –GOING ISSUES:**

- Completion of deed transfer documents for lots
- Acquire American flags for Community flag pole

**CEMETERY FEES AS OF April 25th, 2016**

**FEES PAID TO TOWN OF TIVERTON**

**COST OF A SINGLE GRAVE LOT -- \$500.00**

One [1] Body AND One [1] Cremation OR Two [2] Cremations ONLY.  
Vault not included.

**COST OF A MULTI GRAVE LOT -- \$2,000.00**

For four [4] Graves ONLY.  
Vault not included.

**COST OF A LOT IN CREMATION SECTION -- \$500.00**

Cremations ONLY. Limit two [2] Cremations per lot.  
Price includes a vault supplied by the Cemetery.

**MECHANICAL DEVICE AND GREENS RENTAL FEES**

Grave lot -- **\$75.00 per opening**  
Cremation -- **\$50.00 per opening**

**FEES PAID TO SUPERINTENDENT:**

1. OPEN AND CLOSE GRAVE IN GRAVE LOT-- **\$550.00**  
*From November 15<sup>th</sup> to March 1<sup>st</sup>, winter fee increases to \$650.00*
2. OPEN AND CLOSE GRAVE IN CREAMATION SECTION -- **\$300.00**

**GOALS FOR (2018):**

- \* Reorganize / cleanup the grounds
- \* Prepare expansion plan
- \* Acquire approval of revised By Laws:
- \* Revise Transfer of deed procedure
- \* Acquire funding for construction of additional roadways to future lots.
- \* Website update

**FINANCIAL:**

POCASSET HILL CEMETERY FINANCIAL SUMMARY 2017									
2017	Expendable Income	Expendable Income	Expendable Income	NON expendable Income	CD's	EXPENSE	EXPENSE		
	SALES	Rental Hardware	Money Market Interest	SALES	INTEREST	Ron	Misc	12/31/2016 \$ 491,936.96	12/31/2017 \$ 488,544.20
Jan	\$400.00	\$200.00	\$ 3.77	\$ 100.00	\$ 5.95	\$465.00	\$74.00		
Feb&Mar	\$800.00	\$475.00	\$ 6.97	\$ 200.00	\$ 52.08	\$740.00	\$81.02		
vet circle		\$150.00							
Apr	\$0.00	\$350.00	\$ 3.31	\$ -	\$ 27.29	\$1,232.45	\$70.87		
May	\$0.00	\$0.00	\$ 3.90	\$ -	\$ 32.16	\$3,200.00	\$332.79		Income
Jun	\$1,600.00	\$200.00	\$ 5.62	\$ 400.00	\$ 21.36	\$3,950.00	\$848.98	Sales	\$15,300.00
vet circle	\$0.00	\$150.00	\$ -	\$ -		\$0.00	\$0.00	Rentals	\$3,925.00
Jul	\$1,600.00	\$200.00	\$ 6.29	\$ 400.00	\$ 20.68	\$3,200.00	\$0.00	MM	\$64.93
Aug	\$1,600.00	\$475.00	\$ 6.35	\$ 400.00	\$ 21.37	\$3,950.00	\$16.29	CD Interest	\$8,391
Sept	\$2,400.00	\$350.00	\$ 8.83	\$ 600.00	\$ 43.01	\$3,450.00	\$170.00	Total	\$27,680.93
Oct	\$2,000.00	\$200.00	\$ 3.47	\$ 500.00		\$3,200.00	\$391.36		
Nov	\$1,200.00	\$550.00	\$ 8.35	\$ 300.00	\$ 8,125.71	\$3,320.00	\$0.00		Expenses
Dec	\$800.00	\$625.00	\$ 8.07	\$ 200.00	\$41.69	\$0.00	\$0.00	Ron	\$26,707.45
	\$12,400.00	\$3,925.00	\$ 64.93	\$ 2,900.00	\$ 8,391.30	\$26,707.45	\$1,985.31	Misc	\$1,985.31
Refunds		\$1,340.00		\$760.00				Total	\$28,692.76
2016	\$15,600.00	\$4,200.00	\$23.22	\$3,900.00	\$7,996.70	\$25,775.00	\$2,216.95	Net Diff	(-) \$ 1,011.83
								Refunds	(-) \$2,100.00
Diff (2017)	(-) \$ 3,200.00	(-) \$275.00	\$41.71	(-) \$1,000.00	\$394.60	\$932.45	(-) \$231.64	Total Diff	(-) \$ 3,111.83

**ACCOUNTS:**

**MONEY MARKET (MM) ACCOUNT:** This account is used to place the nonexpendable perpetual care funds (20% of sales) and the expendable funds (80% of sales), maintenance collected fees, and interest accrued from CDs and the MM on an on-going bases. The expendable funds can be transferred to the checking account with no penalty and the non expendable funds for perpetual care to various long term CDs to acquire a greater interest rate.

**CHECKING ACCOUNT:** This account used to pay bills with approval of commission members.

**INVESTMENT ACCOUNT:** This account is made up of two types of CD's. Long term and short term.

Short term CD's are for our expendable funds which we need to pay our yearly bills. A portion of the funds from these CD's when matured are transferred to our checking account.

Long term CD's are purchased on the secondary market by the town treasurer. This is done to acquire the highest interest rate possible using the nonexpendable funds. The interest accrued from this CD is transferred to our expendable accounts.

Balance as of December 31, 2016                      \$ 491,936.99

Balance as of December 31, 2017                      \$ 488,544.20

Income:    \$ 27,680.93

Expenses:    \$ 28,692.76

Net Difference:                                      ( - ) \$ 1,011.83

Refund from returned lots:                      ( - ) \$2,100.00

A detailed financial report is presented in table (1)

Comments: Income depends on sale of lots, rental of mechanical equipment and interest from CD's. This year's sales were \$ 4,200.00 lower than 2016. Also, the refunds totally \$2,100.00 contributed to our deferment for this year.

Respectfully submitted by:

Shirley Moller (Chairperson)