

**ANNUAL REPORT
(2016)**

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

MEMBERS:

Shirley Moller (Chairperson)

John Christo (Treasurer)

Robert Vieira (Secretary)

Robert Sedoma

Alfred Almeida

SUPERINTENDENT: Ron Helger - Contract (Three years effective March 31, 2012 with a two year option)

TOWN COUNCIL LIAISON: Joan Chabot and Joseph Perry

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

GENERAL OPERATIONS:

BURIALS: 43

CREMATIONS: 20 (One in cremation section)

SALES: Cremation Section 2, Burial Plots 19

DEED RETURNS: 3

DEED TRANSFERS: 2

REFUNDS: 1

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

MEMBERSHIPS:

Anne Turcotte resigned from the Commission. Anne has served on the commission for 23 years. The commission appreciates her years of service.

Joseph Perry became a town council member of the Town of Tiverton in November 2016. He no longer can be a member of this commission. The commission wishes to thank him for his outstanding work.

HIGHLIGHTS / IMPROVEMENTS

Section signs were installed.

Stone wall on main road was repaired.

New rope was installed on the Veteran's flag pole.

Ten cremation vaults were purchased.

Town Council approved the commission's proposal for a \$ 50.00 maintenance fee for all cremation openings.

Problem with wild cats being fed at cemetery. PAWS watch was notified and has helped with this issue.

Two deceased persons were buried in the wrong plots. Mr. Chadwick in the Murray plot, Mr. Murray in the Chadwick plot. A court proceeding is currently on-going to resolve this issue.

Complaints of walking dogs in cemetery grounds.

Beautification plans for the Cremation Section is on-going

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 the Town hall.

REPAIRS: New rope installed on Flag pole in Veterans section. Repaired water line.

ON -GOING ISSUES:

*Reorganization of the grounds

*Enforcement of cemetery rules regarding placement of articles etc at grave site.

* Beautification of the cremation section. Plans to install a gazebo and benches in this area are on hold. Unfortunately funds are not available at this time. Possibility of donations or fund raiser will be looked into.

* Additional roads –New roads to provide access to future lot sections will be needed. Funding for these roads at this time cannot be acquired from the existing expendable account. A budget request for construction of additional roadways was not submitted to the Town Administrator due to the Town's present financial situation. Will request support from Town Administrator.

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 15th to March 1st, winter fee increases to \$650.00
2. OPEN AND CLOSE GRAVE IN CREAMATION SECTION -- **\$300.00**

GOALS FOR (2017):

- * Extend Superintendent's contract
- * Reorganize / cleanup the grounds
- * Prepare expansion plan
- * Review and update By Laws:
- * Revise Transfer of deed procedure
- * Acquire funding for construction of additional roadways to future lots.
- * Website update
- * Straighten roadway (Magnolia St) between sections 5000 and 3000
- * Acquire funding for beautification of the Cremation section

FINANCIAL:**ACCOUNTS:**

MONEY MARKET (MM): 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.

INVESTMENT ACCOUNTS: 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 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, 2015	\$ 488,208.99
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Balance as of December 31, 2016	\$ 491,936.99
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Income:	\$ 31,719.92
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Expenses:	\$ 27,991.95
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Net Difference:	\$ 3,727.97
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A detailed financial report is presented in table (1)

Comments: The financial status was good in 2016 due to the amount of funding from the expendable portion of the long term CDs, sales and rental of our burial equipment.

Respectfully submitted by:

Shirley Moller (Chairperson)