

**ANNUAL REPORT  
(2019)**

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

**MEMBERS:**

Shirley Moller (Chairperson), Alfred Almeida (Vice Chairperson)

Robert Sedoma (Secretary), John Christo (Treasurer)

Eva Duclos

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

**TOWN COUNCIL LIAISON:** 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:**

<b>Full Body</b>	42
<b>Cremations</b>	39 (Five in cremation section)
<b>Total</b>	<b>81 burials</b>

**VETERAN'S CIRCLE** None

**SALES:** Burial Plots 15 Cremation Section 7

**LOT RETURNS:** One

**BURIAL RIGHT TRANSFERS:** None

**REFUNDS:** One for (\$ 400.00)

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

**ACKNOWLEDGMENTS:** The commission would like to acknowledge the Town clerk's office and Town treasurer's office for their support throughout the year. Also, Joseph Perry, of the Tiverton Town council for his support and being present at our meetings and Barbra Peltier for her support in purchasing and repairs to our American and POW flags.

## **HIGHLIGHTS / IMPROVEMENTS**

Installation of snow plow stakes

Pocasset Hill sign on main road repaired and refurbished

Burial Devices: Old burial device repaired; new burial device was purchased.

Started revisions of cemetery handbook.

New election of officers. Shirley Moller (chairperson), Alfred Almeida (vice chairperson), Robert Sedoma (secretary) and John Christo (treasurer).

Purchased a lap top computer for commission secretary

Addition of new roadway on East end of section 3000, which allows us to acquire 17 more burial lots.

Two American flags and three POW flags were purchased for the Veterans flag pole and three American flags were purchased for the 1st Responders flag pole with the allotted funds from the town budget. R.I. State flag was donated.

Request for the FY21 municipal budget was submitted to the Town Administrator. Requested \$ 150.00 (Account # 7766) to purchase POW and American flags for Veterans flag pole. Also submitted a request for \$ 150.00 for purchase of American flags for the First Responders flag pole.

A court order resolved the problem of the wrong deed/burials. Transfer of the deeds have been completed.

## **RECORDS:**

Records of Right of Burial documents, sale of lots, burial records are located at various locations and formats. An excel file contains the info on owners of the Right of Burial , sale transactions and burial dates and internee location. A card file located at the town hall contains the owner information and burial location information.

Backup records are on a flash drive and on some commission members personnel computers. Hard copy record books are located with commission chairperson, cemetery superintendent and at the Town hall.

## **REPAIRS:**

Rope and flag clips were replaced on 1<sup>st</sup> Responder's flag pole.

Repaired and refurbished damaged POCASSET HILL CEMETERY sign

Repaired stonewall damaged by automobile impact while existing cemetery.

## **GOALS FOR (2020):**

Expand roadway (Cherry Street) between sections 4000 and 5000. Also expand roadways around section 4000, (Elm and Hawthorne streets)

Old sign in section 6000 will be replaced and relocated

Planning for installation of a brick placement area within the cemetery. These bricks will be engraved with names of families etc. for a fee. Funds collected will be use for improvements to the cemetery.

Reorganize / cleanup the grounds

Acquire funding for construction of additional roadways to access sections 4000 and east side of 5000.

Website update

## **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 FOR CREAMATION -- **\$300.00**

**FINANCIAL:**

**ACCOUNTS:**

**MONEY MARKET (MM) ACCOUNT:** This account is used to place the funds acquired from the sale of lots: ie 20% for perpetual care, nonexpendable funds and (80%) expendable funds. Maintenance collected fees, and interest accrued from CDs and the MM go into the expendable portion of the account. The expendable funds can be transferred with no penalty to the checking account and the nonexpendable 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 the expendable funds which are needed to pay the yearly bills. A portion of the funds from these CD's when matured are transferred to the 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 the expendable accounts. At present there is approximately \$ 17,976.00 in the money market account (Nonexpendable) which will be transferred to a long-term CD.

Balance as of December 31, 2018	\$ 488,129.74
Balance as of December 31, 2019	\$ 492,125.24
Expendable ( \$ )	\$ 915.00 increase
Perpetual Care ( \$ )	\$ 4, 076.00 increase

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 Expendable Income from sales was \$ 7,259.00 more 2018 which contributed to our increase for this year.

Respectfully submitted by:

Shirley Moller (Chairperson)