

Maplewood Cemetery Association

INCORPORATED IN 1896
150 MIDDLE ROAD
HENRIETTA, NY 14467



Special Board Meeting

July, 26, 2006

Paul Macauley, President, called the meeting to order at 7pm. The meeting was called to review the proposal from Grever and Ward concerning the development of a master plan for the cemetery.

Gary handed out materials that covered some of the proposal. He reviewed what the master plan would cover such as drainage, roads, grave layouts, etc. He reviewed the quote. Grever & Ward's proposal would also include what work would be necessary and the various phases that could be done to implement the plan.

Gary and Ray reviewed the meeting with Grove Place who has been working with Grever & Ward and they had nothing but good things to say. They stated that they did a very thorough job. Ray stated an example that they dug many 8 foot holes in the new site to review the type of fill that was placed there. Don Ward gave Holy Sepulchre as a reference to see what type of work they have done in our area. They gave us a price per acre which was close to Grove Place's.

Grever & Ward would also give us a cost estimate in today's dollars for the work that would be needed to complete the implementation of the master plan. In reviewing the cover letter from them, the master plan would cover 12.08 acres of usable land excluding the DEC wet lands. 1.96 acres would be for roads and that would leave about 10 acres for graves. This would yield approximately 9,600 graves.

Carol thought we should make the best use of the land we can and we need a professional planner to do this. She wants to make sure we improve the appeal of our cemetery since we are the only active cemetery in Henrietta. She wants to make sure we have a more modern look.

Gary thought that they would assist with the permits. Gary reinforced that this is the high-level plan as a phase 1 approach and if we wanted there are other services that they can offer such as surveying the grave lots.

Ray brought up the request for an extension of the permit to fill the back section to the Town of Henrietta. The town claimed we could not fill any more land because of a flood plane condition which was the first we knew of this situation. Discussion continued as to whether we should get permits before the plan is completed to know if the plan can be implemented. Several stated that a Master Plan is needed to obtain the permits.

The proposal cost of \$10,800 was reviewed. Ray stated he initially thought this master planning service might run between \$30k and \$40k.

The idea of a separate cremation area was discussed but most thought it was not a good idea since people want to be buried with their families.

Grever & Ward can complete the plan in about 18 weeks. No money is required to be put down. A discussion concerning where we would obtain this amount was conducted and after reviewing the various accounts, Phyllis determined that the general checking account had over \$16,000 which would cover this and if needed a CD could be accessed. No CDs were coming due any time soon.

Gary reviewed some of the changes to the Terms and Conditions that Don Ward has agreed to. The plans and design would be our property and no additional comprehensive insurance would be purchased.

Maplewood Cemetery Association

INCORPORATED IN 1896
150 MIDDLE ROAD
HENRIETTA, NY 14467



After seeing some of the brochures that showed other cemetery areas, Paul cautioned that new landscaping should be kept to low maintenance for cost considerations. Dan Ward had mentioned to Gary that they would want to speak to Ray about the land and Paul about the plantings. All ideas will be reviewed with the board before the plan is finalized.

Paul also suggested an area that was North to South so that Muslims, or other faiths, would have an area that would meet their needs since some families buy three lots to place someone in this direction to use our east to west only grave orientation.

Carol stated that five years ago she had suggested putting in curving roads to reduce speeders, and enhance appearances, and now we may have a master plan that will do that.

A separate VA section was mentioned again but the consensus was that most people would prefer to be buried near their family.

Carol asked what happens to the permanent care funds when the cemetery is closed. This would go to the Town of Henrietta who would then be responsible for maintaining it.

Paul asked for a motion to accept the proposal. John Hatch made the motion and George Zornow seconded it. All were in favor, motion to accept the Grever & Ward master planning proposal is approved.

Paul signed the contract and Gary co-signed. Paul reaffirmed that Ray and Gary should continue with the contract and the master planning process.

Directors and Visitors Present:

Paul Macauley, Ray and Carol Feasel, Mary Ann David, George Zornow, Phyllis McHargue, John Hatch, Eileen Hellems, Margaret Hayes, Gary and Linda Stockmaster.

Post Meeting follow-up notes by Gary:

- Grever & Ward will help us identify the permits that would be needed to implement any of the master plan.
- Grever & Ward can also assist in getting required permits when the time comes. Some permits will require a certified architect.
- Don Ward mentioned that the survey of the cemetery may not happen until fall. This allows for the leaves to fall from the shrubs and trees in the undeveloped areas, giving better visibility.