

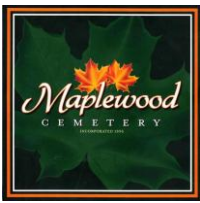
Key 3 Meeting: 4/11/2026

The Key 3 meeting was held on 4/11/2026 @ 24 Flinton Run.

Attendees: Scott Nevol, Connor Dickman and Gary Stockmaster

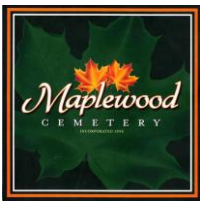
Agenda with notes:

- **Event Coverage:** RECAP: MWC is responsible for all events on our property.
 - MWC supervision is required for all interment events.
 - It is desirable to have 2 MWC personnel attend the events when possible.
 - Coordination of MWC coverage needs to be reviewed.
 - Scott's new job and responsibilities will restrict his ability to provide any weekday event coverage. ***Gary will have to be the primary employee for this coverage.***
 - **Options for Cremations (there were 21 cremations in 2025)**
 - Continue as we normally do. Scott/Mark dig when they can. Coverage during the week will be Gary.
 - Scott has been making adjustments to his schedule to attend some of the upcoming weekday burials.
 - MWC Costs: Cremation dig \$200. Stipend for coverage \$100.
 - Customer Price: \$800.
 - Change in weekend policy. The weekend fee for Saturdays could be waived for cremations only. Coverage could be managed by Scott/Mark/Conner. This waiver could be short term or all season.
 - MWC Costs: Cremation dig \$200. Possibly there is no stipend for coverage: \$100.
 - Customer Price: \$800 full the grave opening/closing, no weekend fee: \$600 waived (Saturdays only)
 - Contract Kurt to manage the cremation dig and fill. Coverage would still be required, but the actual filling of the grave would not have to be done. Weekdays only.
 - MWC Cost: \$400 to KJKCS
 - Stipend for coverage \$100
 - Customer Price: \$800.
 - **New Coverage Option:** Scott mentioned that his wife, Lisa, was interested in helping out at the Cemetery. She may be able to attend 1 or both of the cremation funerals scheduled for this coming week.
 - **'Old' option revisited:** We may have a situation where this is limited coverage. We could proceed with a cremation funeral but not close the grave at that time. The closing could happen when staff is available.
 - **The primary concerns of coverage are** making sure we have a valid funeral scheduled, that the grave opening and closing are properly scheduled, verifying that the grave is paid for and an authorized person is being interred. The paperwork and full payment must be arranged for before or during the funeral service at the cemetery.
- **East Hill Development:** Grever & Ward has submitted a revised proposal for the development of the East Hill.
 - Reviewed the revised plan with the higher density.



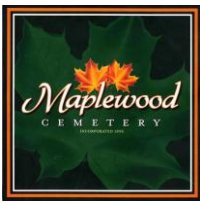
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- Grever & Ward incorporated the higher density plan concept into the formal CAD design making the appropriate adjustments for walkway openings and road clearance.
 - Expectations are that the 2 sections will accommodate up to 1558 graves. This layout may require approximately 400 lot markers. No 'toe' markers will be needed.
 - The proposal's development cost will not change from the initial cost of \$8,700.
 - The MWC Board has approved an initial expense up to \$12,000
 - I requested an estimate for the surveyor to return to lay out the road locations if we approve a proposal from ToH. The estimate is \$3,750 for the layout and 'Points Set Map' to accurately build the road. This cost would bring our initial expenses to \$12,450.
 - We have received 2 D-sized drawings of the revised proposal and 1 topographic map.
 - The topographic map reveals that the east-west slant of the new road will be negligible.
 - A formal proposal for the layout of the section graves will be available after we approval the layout plan. This proposal may be ready for the June board meeting. We should be able to include the cost of the grave markers in this proposal.
 - The members of the Key 3 agreed to approve this latest plan.
 - A review of the Grever & Ward 'Master Plan' maps from 2007 showed that our 'diggins' area is still in compliance with the DEC setbacks and has room for expansion.
 - If the 'diggins' area becomes full in future years, we may need to ask the Town to haul some of it away. (TBD)
- Meeting with Craig Barber, ToH on 3/26/2026 at MWC. (Gary and Mark attended)
 - Topics discussed include:
 - Tree stump grinding of 3 recently removed trees. We requested the depth of the grinding be at least 6" below the ground surface.
 - Cost estimate for the new east hill road. Asphalt plants should be opening on April 1st. Craig was not able to provide an estimate in time for this Key 3 meeting.
 - Cost estimate for the east hill service road. This road will be made of millings.
 - Lawn rolling of the east hill to try to reduce the unevenness of the ground.
 - Redo the rolling of the parking pad for better compaction.
 - We may be able to improve the 'diggins' service road with more millings.
- **Payroll changes**
 - The increased salary of \$7,500 per month went into effect for the March payroll.
- **Price List Review:** The MWC price list could be reviewed by applying the Consumer Price Index (CPI) methodology.
 - Our pricing is largely reactive and not proactive, mostly due to contractor rate increases.
 - No contractor rate increases have been reported to this point.
 - Expect contractor increases for 2027. Our price list should be reviewed for next year.
 - The grave sale current price has been in effect since 2022.
 - The CPI calculator would suggest that the current grave sale price should increase from \$1,200 to \$1,400.
 - Sections L&M may be available for sale in 1-2 years.
 - The plan is to sell Section L&M graves at a 'premium' price (TBD).



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- The \$1,200 general grave price will be reviewed at a future board meeting.
- Review needed: If the general grave price for 2027 is increased to \$1,400, what would the premium L-M price be? To be discussed at a future MWC board meeting.
- Connor provided some current burial prices from Ascension Gardens.
 - Outdoor 'full' burial, for traditional graves \$830 - \$1,260 single, \$1,660 - \$4,000 for a double.
 - In-ground cremation grave burial \$700 - \$1,600 single, \$900 - \$1,800 for a double.
 - It's not clear what the various grave purchase prices may be.
- A smaller local cemetery has graves for sales at \$1,000.
- **Volunteer work:** Volunteer workers will continue to help the cemetery reduce expenses and perform some of the items-tasks without payment.
 - The East Hill and the South area will continue to be volunteer managed areas.
 - Volunteer staffing allows employees to have more time for required items-tasks and other grounds maintenance activities.
 - The Superintendent should plan and schedule a spring cleanup date so notice can be given to those interested.
- **Contractor(s)** Our primary contractors are KJKCS and Shafer Landscape.
 - KJKCS, Kurt Knapp, provides the full burial grave opening and closing as well as monument foundations.
 - Shafer Landscape has provided mow & trim services in Sections B, C, & D for a number of years.
 - Shafer Landscape will be retained for at least this year.
 - Chris Shafer has agreed to our terms of:
 - Mow and trim: May 1st to September 30th.
 - No additional services unless requested.
 - Weekly mowings may be postponed by the Superintendent as conditions require.
 - Chris mentioned that his 2025 rate will expire at the end of this year.
- **Budgets:** The following are the main budget items of concern for FY2026
 - The Tree removal by Chad Miller was completed for \$5,000.
 - Grever & Ward: The East Hill, Sections L&M, development will be invoiced in staged increments.
 - The implementation phase costs are not known at this point. The lot markers purchase and installation costs are included in this phase. Finalized CAD drawings would also be included. Rough estimate \$25,000+.
 - The Town of Henrietta may be able to provide cost estimates for the new East Hill main road and the back service road once a Grever & Ward design and stake out is approved.



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- Road Sealing: The roads that were not sealed last year should be sealed this year. The initial estimate is \$4,000 - \$6,000.
 - The main roads will require crack filling. The cost is unknown. We will have a proposal from Seal Pro shortly after the asphalt plants reopen for the year.
 - The proposal will then be presented to the MWC Board in June.
- Mower Repair: The older 61" Ferris lawn mower was repaired for \$356.
 - That mower may also have a bearing issue. Mark will work on it.
- **Security Upgrades:**
 - Scott has added the west door opener to the MyQ application for alerts and remote-control application.
 - The Reolink south side camera has been replaced with a higher resolution, dual-lens, panoramic view of road 2.
 - Do we need any other security improvements?
 - A remote security camera was mentioned for the south-diggins area. Reolink does sell solar powered cell-based cameras. This type of camera may not be able to integrate into the current Reolink system.

This Key 3 meeting minutes document are now available at MWCADMIN:

Regards,

- Gary