



**Minutes of the Cemetery Commission
July 24, 2018
78 Main Street, Hudson MA 01749
3rd Floor Conference Room**

Meeting convened at 9:02 AM. Nelson Santos called the meeting to order.

Members present: Jose Chaves, Gary Collins, and Nelson Santos.

Nelson Santos chaired meeting and took meeting minutes.

Others present: Patricia Fay (Finance Department), William Weagle (Treasurers Department), Eric Ryder (Department of Public Works, Steven Santos (Department of Recreation), Sam Calandra (Hudson Youth Soccer, representative and President).

Nelson Santos as chair revised the order of agenda items to more efficiently and expeditiously allow Town Department employees in attendance to return to their other duties.

1. Agenda Item: Review of options of investment strategy and account location of invested funds, and taking any action relative thereto
 - a. Nelson Santos expressed concerns of commissioners regarding current investment loss and strategy of the perpetual care account.
 - b. Patricia Fay explained that the current rate of return on our investments is +2.8% which is above the average for similar invested funds. She further explained that the Commission is not restricted to any particular investment vehicles as long as we follow the investment guidelines for municipalities. Patricia's advice was to stay the course because our current investment strategy is selected for long term gain.
 - c. William Weagle concurred on behalf of the Treasurer's Department that the stated return on a CD or other investment account would not be better than what the current return is in the current investment. Additionally, that the investment strategy here is normal for these types of accounts, similar losses are seen in other Town accounts, but losses are normal for course of business.
 - d. Eric Ryder discussed that last year the Commission increased rates and Patricia Fay confirmed that there is an increase in our sale. Patricia Fay suggested the Commission look to marketing to sell lots and/or review rates again.
 - e. Eric Ryder confirmed that in older open sections of Forestvale there are about 100 lots available and in the new sections opened there are about 700 new lots. Said lots shall provide an estimated capacity of about 15 years.

- f. MOTION: Nelson Santos moved to stay course with the current investment strategy and further that the Commission review financials in two quarters and take action at that time if necessary. Jose Chaves seconded. Motion carried unanimously.
- 2. Agenda Item: Discuss, review, analyze, and vote on Hudson Youth Soccer/Recreation Department request for installation of light poles and lights in Parking Lot and Field at Intel Field, and taking any action relative thereto
 - a. Steven Santos from the Recreation Department provided summary of the request to meet with Commission regarding the lights at the Intel Field. As background the Intel Field is located on cemetery commission land which is part of Forestvale Cemetery. Previously, the Town of Hudson allowed a soccer field to be installed when the next door over-55 condominium development was constructed. Originally, the Condominium Association was supposed to maintain the same. However, the DPW and Recreation Department maintain the field. At this time the Town has limited fields which can be used at night or after dark. Previously the Recreation Department and Hudson Youth Soccer had been before the Commission regarding a parking lot expansion which was later put on hold by Hudson Youth Soccer. Hudson Youth Soccer then decided to move up a separate project to install lights at the Intel Field which would be installed on utility poles, allowing the field to be used in the dark. The funds for the installation and cost would be paid by Hudson Youth Soccer, Hudson Recreation, and potentially other youth sports programs. Hudson Light and Power was consulted and the electricity would need to come from the Westridge development which Recreation and DPW are looking into getting permission. Having lights would help with HYS and Hudson Recreation Department, and potentially other sport organization utilize the field.
 - b. Sam Calandra from Hudson Youth Soccer further explained that the field is used for practices. The organization has expanded to work with the New England Revolution and the expansion of the program requires additional and later practice times which currently there is no place to do. Sam stated that the organization understands that at some point the field would be transitioned into cemetery lots, however, the organization believed that it would still be beneficial to have lights on the fields in the meantime.
 - c. Nelson Santos recused himself from discussion on the matter due to the petition and agenda item being brought by Steven Santos, his brother.
 - d. Commissioners Jose Chaves, Gary Collins, and DPW Director Eric Ryder discussed the request.
 - e. Eric Ryder was asked to look into any previous agreement with Hudson Youth Soccer or other organization allowing use of the Intel Field.
 - f. MOTION: Jose Chaves moved to allow the Recreation Department and Hudson Youth Soccer to look into installing lights on the Intel Field and if determined to be practical, that the Cemetery Commission would negotiate and enter into an agreement for further use of the field and installation of the lights. Seconded by Gary Collins. Motion carried by majority vote with Nelson Santos abstaining.

3. Previous Meeting Minutes for Approval: June 8, 2018. MOTION: Jose Chaves motioned to approve said meeting minutes. Seconded by Gary Collins. Motion carried unanimously.
4. Correspondence:
 - a. Letter from Retired Fire Chief of Hudson dated June 15, 2018 thanking the Commission and DPW for maintenance of cemetery grounds. Correspondence was noted by meeting chair.
5. Agenda Item: Discuss, review, analyze, and vote on potential warrant article(s) for Town Meeting, and taking any action relative thereto.
 - a. Eric Ryder reported that he does not believe any warrant articles are necessary for the
 - b. Commissioners agreed and took no further action.
6. Agenda Item: Review status of Forestvale building estimates and plans, and taking any action relative thereto
 - a. Eric Ryder reported that he will be finalizing quotes and bidding for the building construction which was approved by Commissioners and also warrant articles that went before the Town previously. However, Eric suggested that the Commission hold off on building until the Spring/Summer of 2019 to get a better grip on cost, timeline, and also see some growth in the expendable portions of the cemetery commission accounts.
 - b. Commissioners agreed and took no further action. Commissioners will add this agenda item to the Spring/Summer 2019 meeting agenda in the future.

Items Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting: There were no items.

Schedule Next Meeting:

Upcoming Meeting Reminder:

1. Wednesday, September 19 6-7pm
2. Wednesday, October 24, 9am

Meetings to be posted as required. All meetings scheduled in 3rd Floor Conference Room at Town Hall.

Adjourn: Nelson moved to adjourn the meeting, seconded by Jose Chaves. By unanimous vote, the meeting adjourned at 10:00AM.

List of Documents Used by the Commission at the Meeting:

1. Meeting Agenda
2. June 8, 2018 Meeting Minutes
3. Correspondence noted above in minutes.
4. Financial Reports and documents

Approved: _____