

**Town of Bedford
Cemetery Trustees Meeting Minutes
September 12, 2023**

1. ROLL CALL

A meeting of the Bedford Cemetery Trustees was held on Tuesday, September 12, 2023 at 10 AM at the Bedford Town Office Building. Present were Dave Bailey and Barbara Chagnon. Denise Ricciardi was out of the country and unable to attend.

Chairman Bailey called the meeting to order at 10:12 AM.

2. NEW BUSINESS

a. Awarding of contract for Hilltop irrigation system

Only two bids were received for the irrigation of the “Hilltop Section” of BCC:

- New England Lawn Irrigation (\$27,650)
- Knott’s Land Car, LLC (\$77,850)

Due to the vast difference of the two bids, Dave Bailey spoke with New England Lawn Irrigation to assure that they were understanding that this was for a totally new system. They were totally clear. The only note on their bid was that they had overlooked initialing acknowledgment of the Addenda.

**MOTION by Ms. Chagnon to accept the bid of New England Lawn Irrigation.
Seconded by Chairman Bailey. Vote taken – Motion Passed unanimously.**

b. Other New Business

CemSites has performed an initial migration of data into the new database. Unfortunately, it was not done in a format that is extremely useful for us. Barbara Chagnon has been working with them to see that we get our database set for the general public to be able to access and us to be able to update, due to previous communication issues causing difficulties. This newer data migration will be an added expense of roughly \$2,000. Barbara stated that the time it would take for us to clean up the initial data that was transferred would be excessive.

MOTION by Ms. Chagnon to authorize CemSites, now that they are better understanding of an acceptable database, to conduct a second “migration” of data. Seconded by Chairman Bailey. Vote taken – Motion Passed unanimously.

Chairman Bailey will be verifying that the funds are available.

3. OLD BUSINESS – None

4. ADJOURNMENT

The meeting adjourned at 10:22 A.M.

Respectfully submitted,
Barbara Chagnon, Secretary