

Approved 2/15/17

Cemetery Board Minutes

**January 12, 2017
One Commerce Plaza
99 Washington Avenue, Albany, NY**

BOARD MEMBERS PRESENT:

Daniel Shapiro, Department of State, Chair
Christopher Wiles, Office of Attorney General

Paul Ambrose, Department of Health

OTHER ATTENDEES:

Lewis A. Polishook, Division of Cemeteries
Chester Butkiewicz, Division of Cemeteries
Leonard Breen, Division of Cemeteries

Antonio Milillo, Department of State, Counsel
Monee McAdoo, Division of Cemeteries
Mark Pattison, Division of Cemeteries

GUESTS:

David Fleming, Featherstonhaugh et al.-NYSAC
Marianne Schrom, NYSFDA

Dannielle Melendez, NYSFDA
Michael Fleischer

17-01-A-01 Minutes of Previous Meetings

Motion made, seconded and unanimously adopted approving the minutes of the December 15, 2016 meeting as amended.

17-02-B-02 Legislation and Regulation

Nothing new to report.

17-01-C-03 Division's Report

Mr. Polishook reported that the new annual report form has been finalized and will be mailed out as part of the annual mailing. The new annual report will also be available on the Department of State's website. The Division will be holding information sessions across the state on how to fill out the new form.

Mr. Polishook reported that the Division's Employment Cost Index (ECI) self-certification process is complete and the form is available on the Department of State's website.

17-01-D-04 Vandalism Report

Mr. Butkiewicz summarized the December 2016 Vandalism Report.

The Board approved the following application(s):

- | | | | |
|-------------------------------|------------|---------|--------|
| 1. MachPelah Cemetery (D) | \$8,876.00 | Kings | 24-005 |
| 2. Oakland Rural Cemetery (D) | \$8,242.10 | Niagara | 32-016 |

The Board tabled the following application(s):

- | | | | |
|------------------------|------------|--------|--------|
| 1. Vestal Cemetery (V) | \$3,287.08 | Broome | 04-040 |
|------------------------|------------|--------|--------|

17-01-E-05 Oakwood Cemetery (Suffolk – 52-039) – Columbarium

The Oakwood Cemetery proposes to install a columbarium. The cemetery has a columbarium unit that is currently sold out. The Cemetery received a \$77,840.00 donation from the Entenmann Foundation to purchase and install the columbarium. The donation amount was deposited into the cemetery's "friends of" account. No funds will be withdrawn from the cemetery's General Fund. Motion made, seconded and unanimously carried approving the columbarium installation.

Public Comments:

Dave Fleming commented on 501(c)(3) corporations, cemetery fund-raising and grants.

Motion to go into executive session made, seconded and unanimously carried.

Motion to exit executive session made, seconded and unanimously carried.

Motion to adjourn made, seconded and unanimously carried.

The next monthly Cemetery Board meeting is to be held on February 15, 2017 at 10:30 AM, One Commerce Plaza, 99 Washington Ave., Albany, NY 12231.