

**DIVISION OF CEMETERIES**

STATE OF NEW YORK  
DEPARTMENT OF STATE  
ONE COMMERCE PLAZA  
99 WASHINGTON AVENUE  
ALBANY, NY 12231-0001  
TELEPHONE: (518) 474-6226  
FAX: (518) 473-0876  
WWW.DOS.NY.GOV

ANDREW M. CUOMO  
GOVERNOR

CEMETERY BOARD

ROSSANA ROSADO  
SECRETARY OF STATE  
CHAIR

LETITIA JAMES  
ATTORNEY GENERAL

DR. HOWARD A. ZUCKER  
COMMISSIONER OF HEALTH

**TO:** NEW YORK STATE CEMETERY BOARD

**FROM:** MICHAEL D. SEELMAN, INVESTIGATOR II

**SUBJECT:** GLENDALE CEMETERY ASSOCIATION, #25-009

**RE:** HAZARDOUS MONUMENT REPAIR CHECKLIST

**DATE:** APRIL 19, 2020

Application Completed and notarized

22 Monuments Requested

**Legal Notice complete and run 3 times in The Watertown Daily Times for \$68.32**

**Bid solicitation in Watertown Daily Times for \$22.96**

22 Monuments Appear Hazardous

**Artisan Memorials repair estimate \$19,090 (average \$868/ monument)**

Repairs Appear Appropriate

Artisan Memorials proposes 48-inch foundations and offers a 10-year warranty

Cemetery Up to Date on Annual Reports and Vandalism Payments

Previous funds used properly

**Recommend Approval in the amount of \$19,168.20.**



**Department  
of State**

**DIVISION OF CEMETERIES**

STATE OF NEW YORK

**DEPARTMENT OF STATE**

STATE OFFICE BUILDING

44 HAWLEY STREET

BINGHAMTON, NY 13901

TELEPHONE: (607) 721-8756

FAX: (607) 721-8753 WWW.DOS.NY.GOV

ANDREW M. CUOMO  
GOVERNOR

**CEMETERY BOARD**

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**DEPARTMENT OF STATE - DIVISION OF CEMETERIES**

**MEMORANDUM**

**TO:** New York State Cemetery Board

**FROM:** Michael D. Seelman, Investigator II

**SUBJECT:** Glendale Cemetery Association, #25-009

**RE:** Application for Repair of Hazardous Monuments

**DATE:** April 16, 2020

**Exhibits**

- A) Application for Repair or Removal of Dilapidated or Disrepaired Monuments that Create a Hazardous Condition
- B) Artisan Engraving estimate for \$19,090
- C) Invoice and copy from Watertown Daily Times solicitation for \$22.96
- D) Invoice and copy from Watertown Daily Times legal notice for \$68.32
- E) Photos

**Introduction and Recommendation**

I received an application (Exhibit A) for the repair of 22 hazardous monuments located in the Glendale Cemetery of the town of Martinsburg, Lewis County. The application was submitted by Deanna Doviak, president of the Glendale Cemetery Association. Included with this application was one estimate from Artisan Engraving (Exhibit B) totaling \$19,090. Even after running an ad requesting bids (Exhibit C) the cemetery was unable to get a second bid. Also included was an invoice from a newspaper legal notice (Exhibit D) that was run for three consecutive weeks in the Watertown Daily Times for \$68.32 and photos (Exhibit E).

I recommend approval of this application.

### **The Monuments**

I visited the cemetery on April 9 and found that all 22 of the monuments were either loose on their foundations or tipping and appeared to pose a hazard to cemetery visitors and employees. The cemetery has had no response to either legal advertisement that it placed, and has no funds dedicated to the restoration of monuments. Based on the advanced age of the monuments in question, it is assumed the foundations were laid privately by either the families or by monument contractors.

The sole bidder proposes to: remove the monuments from the existing foundations; dig out the existing foundation; place a new foundation made of solid concrete poured to a depth below the frost line.; and replace the monument, resealing all joints with setting compound or epoxy and offers a 10-year warranty.

### **Recommendation**

The cemetery is current with its payments to the vandalism fund and with the filing of its annual reports. All documents appear to be in order, and this appears to be a legitimate claim for \$19,168.20. I recommend that this application be approved.

# EXHIBIT A



# Division of Cemeteries

New York State  
 Department of State  
**DIVISION OF CEMETERIES**  
 One Commerce Plaza  
 99 Washington Avenue  
 Albany, NY 12231-0001  
 Telephone: (518) 474-6226  
 www.dos.ny.gov

## Application for Repair or Removal of Dilapidated or Disrepaired Monuments that Create a Dangerous Condition

This application applies only to Not-for-Profit Cemetery Corporations and must be completed in full and signed before a notary public. Funds may be allocated for the above-captioned purposes in accordance with 19 NYCRR §200.11 (statutory authority: Not-for-Profit Corporation Law, §1510-a). The full text of this Cemetery Board Directive appears on the reverse.

AMOUNT REQUESTED <u>\$ 19,168.20</u>	COUNTY IN WHICH CEMETERY IS LOCATED <u>Lewis</u>
CEMETERY NAME <u>Glendale Cemetery</u>	CEMETERY ID NUMBER <u>25009</u>
NAME OF CEMETERY OFFICIAL <u>Deanna Doviak</u>	TITLE <u>President, Glendale Cem Assoc.</u>
STREET ADDRESS <u>5837 Main Street</u>	
CITY/TOWN/VILLAGE <u>Glentied, N.Y.</u>	ZIP CODE <u>13343</u>
TELEPHONE NUMBERS: Home <u>(315) 376-8146</u>	Work ( )
E-MAIL ADDRESS <u>ddoviak@twcny.com</u>	FAX

Has this cemetery previously applied for and received a grant from the Vandalism, Abandonment & Monument Repair Fund?  YES\*  NO

\*If YES, when? 6/2019 Amount Received: \$ 21,359.32  YES  NO

Was proof of completed work forwarded to the Division of Cemeteries?  YES  NO

- Provide a description of each damaged monument and/or marker and enclose referenced photos:  
attached
- Attach copies of bids submitted by at least two contractors for the cost of repairs or removal and replacement.
- Attach proof that the cemetery corporation has given not less than 60-day notice to the last known owner to repair or remove the monument or marker and that said owner has failed to do so within the time prescribed in that notice.

I, the undersigned, duly authorized, swear or affirm under the penalties of perjury that the above-named cemetery has not been able to obtain sufficient funds from the family of the deceased, that the proposed costs of the repairs or removals and replacements are fair and reasonable and that the above-described monuments and/or markers are so badly out of repair or dilapidated as to create a dangerous condition. I further swear or affirm that the information contained in this application is true and correct. I agree that, upon receipt of monies for the repair or removal of dilapidated or disrepaired monuments that create a dangerous condition, such repairs will be made as quickly as possible and documentation (receipts and statements) of the repairs and removals will be submitted to the Division of Cemeteries within 90 days following completion of work.

Signature of Cemetery Official: Deanna L. Doviak Date: 11/2/20

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
 appeared \_\_\_\_\_  
 known to me to be said person.

\_\_\_\_\_  
 Notary Public

# EXHIBIT B

**ARTISAN ENGRAVING, LLC**  
**133 Sand Road**  
**Sandy Creek, NY 13145**

# Estimate

Date	Estimate #
12/6/2019	737

<b>Name / Address</b>
Old Glendale - Deanna Doviak 5837 Main St. Glenfield, NY 13343

<b>Project</b>

Description	Qty	Rate	Total
1. BEERMAN, CHARLES - 3pc obelisk, Rem/Rep/Reset - 20x20 - R of shed		725.00	725.00
2. BURDICK, MARY M. - 3pc obelisk, Rem/Rep/Reset - 24x24 - Drive 2		989.00	989.00
3. BURR, WILLIAM - 3pc obelisk, Rem/rep/Reset - 24x24 - Drive 2		989.00	989.00
4. CRANDALL, JANE - 3pc obelisk, Rem/Rep/Reset - 20x20 - Drive 2		725.00	725.00
5. DAILEY, JOHN - 3pc obelisk, Rem/Rep/Reset - 20x20 - R of shed		725.00	725.00
6. GRANGER, UNREADABLE - 3pc obelisk, Rem/Rep/reset - 16x16 - R of shed		509.00	509.00
7. GRIFFITH, WILLIAM - Concrete base -34x16 - Drive 3		816.00	816.00
8. HODGES, CLARA JACKSON - 2pc upright, Rem/Rep/Reset - 36x16 - R of shed		989.00	989.00
9. HODGES, WILLIAM - 2pc upright, Rem/Rep/Reset - 36x16 - R of shed		989.00	989.00
10. HOWARD, IDA - 3pc obelisk, Rem/Rep/Reset - 22x22 - Drive 3 far R corner		851.00	851.00
11. HYERS, MARTIN - 3pc obelisk, Rem/Rep/Reset - 18x18 - R of shed		611.00	611.00
12. JOHNSON, JOSIAH - 4pc obelisk, Rem/Rep/Reset - 24x24 - Drive 1		989.00	989.00
13. JOHNSON, WILLIAM - 3pc obelisk, Rem/Rep/Reset - 24x24 - R of shed		989.00	989.00
14. LAROCK, AMOS - 3pc obelisk, Rem/Rep/Reset - 18x18 - Drive 2		611.00	611.00
15. LITZ, CONRAD - 3pc obelisk, Rem/Rep/Reset - - 30x30 - Drive 2		1,475.00	1,475.00
16. MORTON, CHARLES S. - Concrete base - 26x16 - Drive 2		624.00	624.00
NYS Bid - 2020 - includes 10 year guarantee			
		<b>Subtotal</b>	
		<b>Sales Tax (0.0%)</b>	
		<b>Total</b>	

ARTISAN ENGRAVING, LLC  
 133 Sand Road  
 Sandy Creek, NY 13145

# Estimate

Date	Estimate #
12/6/2019	737

Name / Address
Old Glendale - Deanna Doviak 5837 Main St. Glenfield, NY 13343

			Project
Description	Qty	Rate	Total
17. MORTON, CHARLES H. - Concrete base - 20x16 -		605.00	605.00
18. OLIVER, WILLIAM - 3pc obelisk, Rem/Rep/Reset - 24x24 - Drive 3		989.00	989.00
19. RENNIE, BURTON - 3pc obelisk, Rem/Rep/Reset - 24x24 - Drive 3		989.00	989.00
20. ROSS, PETER - 3pc obelisk, Rem/Rep/Reset - 18x18		611.00	611.00
21. STOLIKER, SILAS - 3pc obelisk, Rem/Rep/Reset - 24x24 - Drive 3		989.00	989.00
22. UTLEY, JOHN - 7pc obelisk, Rem/Rep/Reset - 28x28		1,301.00	1,301.00
NYS Bid - 2020 - includes 10 year guarantee		<b>Subtotal</b>	\$19,090.00
		<b>Sales Tax (0.0%)</b>	\$0.00
		<b>Total</b>	\$19,090.00

# EXHIBIT C

NORTHERN NY NEWSPAPERS CORP.  
260 WASHINGTON ST  
WATERTOWN, NY 13601-3301  
(315) 782-1000

11/29/19 - 11/29/19 BETTE LATHAN

0.00 838820 DUE UPON RECEIPT

1 11/29/19 5094112

BETTE LATHAN  
400 CANOPY WALK LANE # 435  
PALM COAST FL 32137

JOHNSON NEWSPAPER CORPORATION  
260 WASHINGTON ST  
WATERTOWN, NY 13601

	PUBLICATION:	WATERTOWN DAILY TIMES - FULL RUN			
	AD CLASS:	LEGALS			
11/15	20434297	The Glendale Cemeter	1x0L	1	5.04
	11/15	y As sociation is ac	12L		
		BETTE			
		Affidavit Fee			10.00
11/20	20434297	The Glendale Cemeter	1x0L	1	3.96
	11/20	y As sociation is ac	12L		
		BETTE			
11/29	20434297	The Glendale Cemeter	1x0L	1	3.96
	11/29	y As sociation is ac	12L		
		BETTE			
		Ad Class Totals:	\$22.96	36.000 line	
		Publication Totals:	\$22.96		
11/29	20434297	Applied Deposit 20434297			-22.96

TO ENSURE PROPER CREDIT PLEASE INCLUDE THE PAYMENT STUB  
OR CALL CHRISTA @ 315-661-2314 TO PAY BY CREDIT CARD.

.00

NORTHERN NY NEWSPAPERS CORP. (315) 782-1000

838820 11/29/19 - 11/29/19 5094112

BETTE LATHAN

# Johnson Newspaper Corporation

Client:	5094112	BETTE LATHAN	Phone:	(386) 283-8532	
Class.:	400 CANOPY WALK LANE	435	PALM COAST, FL	32137	
Ad #	20434297	Requested By:	BETTE	Fax:	
Sales Rep.:	W312	Scott Parks	Phone:	(315) 782-1000	
		sparks@wdt.net	Fax:	(315) 661-2521	
Class.:	0110	Public Notices			
Start Date:	11/15/2019	End Date:	11/29/2019	Nb. of Inserts:	3
PO #:		Entered By:	SPARKS		
Publications:	Watertown Daily Times				
Paid Amount:	\$22.96	Credit Card	Balance:	\$0.00	
Total Price:		<input type="text" value="\$22.96"/>		Page 1 of 1	

The Glendale Cemetery Association is accepting bids for the repair of 22 dangerous or dis-repaired monuments in the Old Glendale Cemetery. Contractors must provide an insurance certificate. For specifications and further information, please contact Bette Lathan at 386-283-8532 on or before November 30, 2019.

# EXHIBIT D

NORTHERN NY NEWSPAPERS CORP.  
260 WASHINGTON ST  
WATERTOWN, NY 13601-3301  
(315) 782-1000

10/02/19 - 10/02/19 BETTE LATHAN

0.00 836942 DUE UPON RECEIPT

1 10/02/19 5094112

BETTE LATHAN  
400 CANOPY WALK LANE # 435  
PALM COAST FL 32137

JOHNSON NEWSPAPER CORPORATION  
260 WASHINGTON ST  
WATERTOWN, NY 13601

\*\*\* REPRINTED BILL \*\*\*

	PUBLICATION:	JOURNAL & REPUBLICAN - FULL RUN			
	AD CLASS:	LEGALS			
09/18	20431626	TO: The last known o	1x0L	1	16.72
	09/18	wner or owners of th	44L		
		BETTE			
		Affidavit Fee			10.00
09/25	20431626	TO: The last known o	1x0L	1	12.76
	09/25	wner or owners of th	44L		
		BETTE			
10/02	20431626	TO: The last known o	1x0L	1	12.76
	10/02	wner or owners of th	44L		
		BETTE			
		Ad Class Totals:	\$52.24	132.000 line	
		Publication Totals:	\$52.24		
10/02	20431626	Applied Deposit 20431626			-52.24

TO ENSURE PROPER CREDIT PLEASE INCLUDE THE PAYMENT STUB  
OR CALL CHRISTA @ 315-661-2314 TO PAY BY CREDIT CARD.

.00

NORTHERN NY NEWSPAPERS CORP. (315) 782-1000

836942 10/02/19 - 10/02/19 5094112

BETTE LATHAN

# Johnson Newspaper Corporation

Client:	5094112	BETTE LATHAN	Phone:	(386) 283-8532	
Class.:	400 CANOPY WALK LANE	435	PALM COAST, FL	32137	
Ad #	20431626	Requested By:	BETTE	Fax:	
Sales Rep.:	W312	Scott Parks	Phone:	(315) 782-1000	
		sparks@wdt.net	Fax:	(315) 661-2521	
Class.:	0110	Public Notices			
Start Date:	09/18/2019	End Date:	10/02/2019	Nb. of Inserts:	3
PO #:		Entered By:	SPARKS		
Publications:	Lowville Journal & Republican				
Paid Amount:	\$52.24	Credit Card	Balance:	\$0.00	
Total Price:	<input type="text" value="\$52.24"/>			Page 1 of 1	

TO: The last known owner or owners of the following burial lots located in the Old Glendale Cemetery, Lewis County, NY and all persons said to have an interest in said burial lots:

Charles Beerman, Mary M. Burdick, William Burr, Jane Crandall, John D. Dailey, unnamed Granger, William Griffith, Clara Jackson Hodges, William Hodges, Ida Howard, Martin Hyers, Josiah Johnson, William Johnson, Amos LaRock, Conrad Litz, Charles S. Morton, Charles H. Morton, William Oliver, Burton (Seward) Rennie, Peter (Mary Jane) Ross, Silas Stoliker, and John Utley.

PLEASE TAKE NOTICE: That (1) the monuments or markers are so badly out of repair or dilapidated as to create a dangerous condition, the persons to whom this notice is addressed must repair or remove said monuments or markers after the third publication of this notice or by December 2, 2019 the Glendale Cemetery Association may remove or repair said monuments without further notice to the person whom this notice is addressed.

If you have questions they may be directed to Deanna Doviak, 315-376-8146, prior to December 2, 2019.

AFFIDAVIT OF PUBLICATION

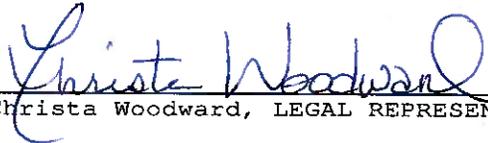
STATE OF NEW YORK  
COUNTY OF LEWIS

)ss:  
JOURNAL & REPUBLICAN

BETTE LATHAN  
400 CANOPY WALK LANE # 435  
PALM COAST FL 32137

REFERENCE: 5094112  
20431626 TO: The last known o

Christa Woodward, of Evans Mills NY, COUNTY  
OF JEFFERSON, STATE OF NEW YORK, BEING DULY SWORN  
DEPOSETH AND SAITH THAT SHE IS AND DURING THE TIME  
OF PUBLICATION OF THE LEGAL NOTICE HEREUNTO  
ANNEXED WAS THE LEGAL BILLING CLERK OF THE  
NEWSPAPER CALLED THE JOURNAL AND REPUBLICAN. A  
PUBLIC NEWSPAPER PUBLISHED IN THE VILLAGE OF  
LOWVILLE, COUNTY OF LEWIS, STATE OF NEW YORK.  
DEPONENT FURTHER SAYS THAT THE LEGAL NOTICE OF  
WHICH A COPY IS HERETO ANNEXED, WAS PUBLISHED IN  
SAID NEWSPAPER ONCE EACH WEEK.



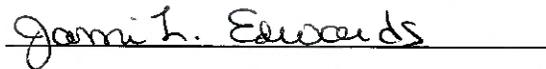
Christa Woodward, LEGAL REPRESENTATIVE

PUBLISHED ON: 09/18 09/25 10/02

AD SPACE: 44 LINE  
FILED ON: 10/02/19

SWORN TO ME THIS

7<sup>th</sup> DAY OF November, 2019.



JAMI L EDWARDS  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01ED6283808  
Qualified in Jefferson County  
My Commission Expires 06-17-2021