

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

ERIC T. SCHNEIDERMAN
ATTORNEY GENERAL

DR. HOWARD A. ZUCKER
COMMISSIONER OF HEALTH

APPROVED

Cemetery Board Minutes

January 17, 2018
Department of State
One Commerce Plaza, 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
Joseph Ambrose, Division of Cemeteries

GUESTS:

David F. Fleming, New York State Association of Cemeteries
Calum d’Oelsnitz, New York State Association of Cemeteries
Bruce Geiger, Pinelawn Cemetery

18-01-A-01 Minutes of Previous Meetings

Motion made, seconded, and unanimously adopted approving the minutes of the December 11, 2017 meeting.

18-01-B-02 Legislation and Regulation

1. Pending Legislation

Mr. Milillo reported that there was nothing new on pending legislation.

2. Rules and Regulations

None.

18-01-C-03 Division’s Report

Mr. Polishook reported that the Division has begun the annual mailing of Annual Report, Vandalism and Assessment Fee and Trustee List forms. Cemeteries now have three options for filing: hard copy traditional submission, PDF fill-in form submission, and brand new online submission. Guidance for each process can be found on the DOS website, under the Division of Cemeteries – Forms webpage. Training for the public will be held in regional locations throughout the year.

18-01-D-04 Vandalism Report

Mr. Polishook presented a Supplemental Abandonment application for Whispering Maples Cemetery’s electrical work. The cemetery is proposing to perform electrical work at both locations; running electrical lines under driveway and performing additional work to electrical boxes; which was not approved in the cemetery’s original application for abandonment funds.

Motion made, seconded, and unanimously adopted approving the Supplemental Abandonment application.

Mr. Polishook presented an amendment to Whispering Maple Cemetery’s original application for Abandonment Funds with respect to electrical work allocations. The original application erroneously allocated \$90,000 in Plattsburgh and \$80,000 in Ellenburg. These should be corrected to reflect \$10,000 less to Plattsburgh and \$10,000 more to Ellenburg.

Motion made, seconded and unanimously adopted amending the Order of Approval of Abandonment Funds to Whispering Maples Cemetery by adjusting the allocation of funds for electrical work between the two locations by \$10,000; reducing Plattsburgh’s allocation to \$80,000 and increasing Ellenburg’s allocation to \$90,000, without changing the total allocation for electrical work at both locations.

Mr. Butkiewicz presented the vandalism report: In this fiscal year, the Division has collected \$138,429 in vandalism fund fees. As of December 2017, the Board had granted \$880,935 from the vandalism fund. There are \$1,004,215 in applications pending.

Vandalism/Abandoned/Repair Orders – 1

The Board approved the following applications for funds for restoration of dangerous monuments:

- o Whispering Maples Cemetery \$9,959.05

18-01-E-05 Sunset Hill Cemetery (07-052 Chautauqua) – Net Appreciation

The cemetery proposes to use 100% of its Average Net Appreciation to supplement two short term needs of the cemetery association - deferred maintenance labor and maintenance equipment to allow the completion of deferred maintenance.

The Board unanimously indicated that it does not object to the appropriation of net appreciation of the permanent maintenance trust fund in accordance with N-PCL section 1507(a) in the amount of \$21,723.87.

Public Comments:

None.

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 Cemetery Board meeting is to be held on February 27, 2018 at 10:30 AM, One Commerce Plaza, 99 Washington Ave., Albany, NY 12231.