

ANNUAL REPORT (2022)

**POCASSET HILL CEMETERY COMMISSION (PHCC)
TOWN OF TIVERTON**

MEMBERS:

Shirley Moller (Chairperson), Robert Sedoma (Vice Chairperson)
Dana Coute (Secretary), Maureen Sylvia (Treasurer) and John Christo (Sales/Records)

SUPERINTENDENT: Jared Ramunno

BURIAL OPERATIONS: Ron Helger

TOWN COUNCIL LIAISON: Joseph Perry

MEETINGS: One meeting per month on the 2nd Wednesday of the month 7PM. No meeting in December

GENERAL OPERATIONS:

BURIALS:

Full Body	2022 (32)	2021 (29)
Cremations	2022 (25) (Three in cremation section)	2021 (25) (Six in Cremation section)
Total	2022 (57) Burials	2021 (54) Burials

Veteran's Circle 2022 (2) Burial 2021 (1) Burial

SALES: 2022 Lots (19), Burial Plots (63) 2021 Lots (7), Burial Plots (20)
2022 Cremation Section (4) 2021 Cremation Section (4)

LOT RETURNS: 2022 None 2021 None

BURIAL RIGHT TRANSFERS: 2022 None 2021 None

REFUNDS: 2022 None 2021 None

GROUND MAINTENANCE: Jared, Ron and their crew have done a great job in maintaining the grounds and providing excellent burial service.

ACKNOWLEDGEMENTS: The commission would like to acknowledge the services of the Town Clerk's office, Town Treasurer's office, council member Joseph Perry, Barbara Pelletier for her support in purchasing and repairs to our American and POW flags, and the Department of Public Works for care of our roads.

HIGHLIGHTS / IMPROVEMENTS

- New election of officers: Shirley Moller (chairperson), Robert Sedoma (vice chairperson), Dana Coute (secretary), Maureen Sylvia (treasurer)
- Updates and revisions of cemetery handbook were made and approved September 2022 by the Town Council.
- Purchased Lap Top Computer for secretary use.
- Submitted request for the FY23 municipal budget to the Town Administrator. Requested a sum of \$300.00 for FY (2023-2024) to be included in the town budget for the maintenance, supplies and American and POW flags for the Veterans Circle and American flags for the 1st Responders flagpole and monument section. R.I. State flags are donated.
- American, POW, and R.I. state flags were repaired and/or replaced at various times through the year due to wear and tear.

- American (stick) flags were placed on all the veteran's graves by VFW post 5392 for Memorial Day weekend. Also, a memorial bouquet was placed in the veteran's circle.
- Stick markers have been placed between sections 5000 and 4000 marking the expansion of the Cherry Street roadway.
- Repaired the Pocasset Hill Cemetery sign.
- Installation of snowplow stakes
- Replaced the Rules and Regulation sign at cemetery entrance.
- New Exit signs
- Old sign in section 6000 was removed.

RECORDS:

Records of Right of Burial documents, minutes of our meetings and a file card containing information on each lot is located at the Town Hall. Also, an excel file contains the info on owners of the Right of Burial, sale transactions, birth/age, burial dates, and internee location are on excel file format. Updates are submitted to the Town Clerk's office.

Backup records are also on a flash drive and on some commission members personal computers. Hard copy record books are located with commission chairperson, cemetery superintendent and at the Town hall.

GOALS FOR (2023):

- Expand roadway (Cherry Street) between sections 4000 and 5000. Also expand roadways around section 4000, (Elm and Hawthorne streets)
- Update the hard copy record book which contains the Right of Burial owners, lot number, grave numbers, internee grave location, birth/age, and burial dates.
- Submit roadway improvement plan to Town Council to acquire American Rescue Plan Act (ARPA) funds.
- Reorganize / cleanup the grounds.
- Website update
- Location of Veteran's graves - Update computer section map and files to include Veteran graves throughout the cemetery.

CEMETERY FEES AS OF APRIL 25, 2022

FEES PAID TO TOWN OF TIVERTON

COST OF A SINGLE GRAVE LOT -- \$500.00

One [1] Body AND One [1] Cremation OR Two [2] Cremations ONLY.
Vault not included.

COST OF A MULTI GRAVE LOT -- \$2,000.00

For four [4] Graves ONLY.
Vault not included.

COST OF A LOT IN CREMATION SECTION -- \$500.00

Cremations ONLY. Limit two [2] Cremations per lot.
Price includes a vault supplied by the Cemetery.

MECHANICAL DEVICE AND GREENS RENTAL FEES

Grave lot -- **\$75.00 per opening**

Cremation -- **\$50.00 per opening**

FEES PAID TO SUPERINTENDENT:

1. OPEN AND CLOSE GRAVE IN GRAVE LOT-- **\$650.00**
From November 15th to March 1st, winter fee increases to \$750.00.
2. OPEN AND CLOSE GRAVE FOR CREAMATION -- **\$300.00**

FINANCIAL

ACCOUNTS:

MONEY MARKET (MM) ACCOUNT: This account is used to place the funds acquired from the sale of lots: i.e., 20% for perpetual care, nonexpendable funds and (80%) expendable funds. Maintenance collected fees, and interest accrued from CDs and the MM go into the expendable portion of the account. The expendable funds can be transferred with no penalty to the checking account and the nonexpendable funds for perpetual care to various long-term CDs to acquire a greater interest rate.

CHECKING ACCOUNT: This account used to pay bills with approval of commission members.

INVESTMENT ACCOUNT: This account is made up of two types of CD's. Long term and short term.

Short term CDs are for the expendable funds which are needed to pay the yearly bills. A portion of the funds from these CD's when matured are transferred to the money market and checking account.

Long term CDs are purchased on the secondary market by the town treasurer. This is done to acquire the highest interest rate possible using the nonexpendable funds. The interest accrued from this CD is transferred to the expendable accounts. At present there is approximately \$ 6,300.00 in the Money Market account (nonexpendable) which will be transferred to a long-term CD

Total balance as of: December 31, 2021 - \$ 489,254.63

Total balance as of: December 31, 2022 - \$ 497,027.37

Expendable funds as of: Dec 31, 2022 - \$ 103,800.37 Dec 31,2021- \$ 102,327.63 Increase of \$1,472.74

Perpetual funds as of: Dec 31, 2022 - \$ 393,227.00 Dec 31,2021 - \$ 386,927.00 Increase of \$ 6,300.00

- A detailed financial summary (Table 1) is included along with a comparison financial summary from 2014 to 2022 (Table 2)

Comments:

- 2022 Financial Summary Table 1 and 2014 to 2022 Financial Summary Table 2 do not include the long-term interest accrued from our long-term CD.
- This interest will greatly increase our expendable fund for 2023.
- The increase in expendable funds of 2022 from other years was due to the high numbers of plot sales.

Respectfully submitted by:

Shirley Moller (Chairperson)

**POCASSET HILL CEMETERY
FINANCIAL SUMMARY
2022**

2022	Expendable Income				Non-Expendable Income	Expenses		*	Grand Totals	
	Sales	Rental Hardware	Money Market Interest	CD's Interest	Sales	Superintendent	Misc.		Income	
Jan	\$ 400.00	\$ 275.00	\$ 2.70	\$ -	\$ 100.00	\$ -	\$ 22.00	1	Expendable Income	
Feb	\$ -	\$ -	\$ 2.48	\$ -	\$ -	\$ -	\$ -		Town Budget	\$ 300.00
Mar	\$ -	\$ 225.00	\$ 2.53	\$ -	\$ -	\$ 1,205.00			Sales	\$ 25,200.00
Apr	\$ 400.00	\$ 400.00	\$ -	\$ -	\$ 100.00	\$ 1,050.00	\$ 22.00		Rentals	\$ 3,250.00
May	\$ 5,600.00	\$ 250.00	\$ 2.53	\$ -	\$ 1,400.00	\$ 3,300.00	\$ 544.48		MM Interest	\$ 11.32
Jun	\$ 800.00	\$ 600.00	\$ 0.13	\$ -	\$ 200.00	\$ 3,400.00	\$ 22.00		CD Interest	\$ 113.49
Jul	\$ 3,200.00	\$ 200.00	\$ 0.08	\$ 50.78	\$ 800.00	\$ 4,200.00	\$ 22.00		Total Expendable	\$ 28,874.81
Aug	\$ 2,000.00	\$ 325.00	\$ 0.12	\$ 12.70	\$ 500.00	\$ 2,600.00	\$ -		Non-Expendable Income	
Sept	\$ -	\$ -	\$ 0.12	\$ 12.29	\$ -	\$ 3,500.00	\$ 22.00		Sales	\$ 6,300.00
Oct	\$ 9,200.00	\$ 575.00	\$ 0.16	\$ 12.71	\$ 2,300.00	\$ 3,400.00	\$ 439.31		Total Non-Expendable	\$ 6,300.00
Nov	\$ 3,600.00	\$ 400.00	\$ 0.22	\$ 12.30	\$ 900.00	\$ 3,125.00	\$ 547.72		2 Total Income	
Dec	\$ -	\$ -	\$ 0.25	\$ 12.71	\$ -	\$ -	\$ -		\$ 35,174.81	
2022	\$ 25,200.00	\$ 3,250.00	\$ 11.32	\$ 113.49	\$ 6,300.00	\$ 25,780.00	\$ 1,641.51	3		
2021	\$ 8,000.00	\$ 3,800.00	\$ 95.05	\$ 7,026.78	\$ 2,000.00	\$ 27,815.00	\$ 2,222.08	Expenses		
Diff (2022 - 2021)	\$17,200.00	(\$550.00)	(\$83.73)	(\$6,913.29)	\$4,300.00	(\$2,035.00)	(\$580.57)	Superintendent	\$ 25,780.00	
						Expense Diff 2022 & 2021		Misc	\$ 1,641.51	
								Total Expenses	\$ 27,421.51	
								Total Expenses		
								\$ 27,421.51		
								2022 Net Profit		
								\$ 7,753.30		

Notes: *	1	Flags \$294.00 Loam \$250.00
	2	Laptop/PC \$439.31
	3	Sign \$485.00 Supplies \$62.72

TABLE 1

2022 Financial Summary Table 1

**POCASSET HILL CEMETERY
FINANCIAL SUMMARY
2014 to 2022**

YEAR	% Perpet Care	Lots sold	Plots Sold	Interest Funds MM & CD's	Expendable Funds Sales	Expendable Rental Income	Total Expendable Income	Perpetual Care Funds	Expenses Superintendent	Expenses General	Expenses Total Yearly	Expendable Funds Balance Dec 31	Non-Expendable Funds Balance Dec 31	Total Funding Balance Dec 31	Price / lot
2022	20%	19	63	\$ 113.49	\$ 25,200.00	\$ 3,250.00	\$ 28,583.49	\$ 6,300.00	\$ 25,780.00	\$ 1,641.51		\$ 110,100.37	\$ 386,927.00	\$ 497,027.37	\$ 500.00
				??.??							\$ 27,421.51				
2021	20%	11	20	\$ 95.05	\$ 8,000.00	\$ 3,800.00	\$ 18,921.83	\$ 2,000.00	\$ 27,815.00	\$ 2,222.00		\$ 102,327.63	\$ 386,927.00	\$ 489,254.63	\$ 500.00
				\$ 7,026.78							\$ 30,037.00				
2020	20%	26	42	\$ 98.53	\$ 16,480.00	\$ 3,672.00	\$ 27,969.59	\$ 4,120.00	\$ 25,875.00	\$ 597.94		\$ 113,442.88	\$ 384,927.00	\$ 498,369.88	\$ 500.00
				\$ 7,719.06							\$ 27,357.94				
2019	20%	22	43	\$ 69.70	\$ 17,334.00	\$ 4,875.00	\$ 31,050.68	\$ 4,076.00	\$ 24,880.00	\$ 4,843.91		\$ 110,870.24	\$ 381,255.00	\$ 492,125.24	\$ 500.00
				\$ 8,771.98							\$ 29,783.00				
2018	20%	13	25	\$ 94.63	\$ 10,075.00	\$ 4,275.00	\$ 22,800.63	\$ 2,500.00	\$ 25,355.00	\$ 1,274.30		\$ 109,950.00	\$ 377,179.00	\$ 487,129.00	\$ 500.00
				\$ 8,356.00							\$ 26,629.00				
2017	20%	16	25	\$ 64.93	\$ 12,400.00	\$ 3,925.00	\$ 24,780.93	\$ 2,900.00	\$ 26,707.00	\$ 1,983.00		\$ 113,865.00	\$ 374,679.00	\$ 488,554.00	\$ 500.00
				\$ 8,391.00							\$ 28,693.00				
2016	20%	23	45	\$ 23.22	\$ 15,600.00	\$ 4,200.00	\$ 27,820.22	\$ 3,900.00	\$ 25,775.00	\$ 2,216.95	\$ 27,992.00	\$ 119,497.00	\$ 372,439.00	\$ 491,936.00	\$ 500.00
				\$ 7,997.00											
						AVERAGE	\$ 26,974.18			AVERAGE	\$ 28,273.35				
2015	20%	17	24	N/A	\$ 8,800.00	\$ 2,700.00		\$ 2,200.00	\$ 25,015.00	\$ 1,860.00		\$ 119,409.00	\$ 368,799.00	\$ 488,208.00	\$ 500.00
2014	20%	44	72	N/A	\$ 19,952.00	\$ 3,225.00		\$ 7,180.00	\$ 24,235.00	\$ 1,957.86		\$ 119,679.00	\$ 366,699.00	\$ 486,370.00	\$400/\$500

TABLE 2