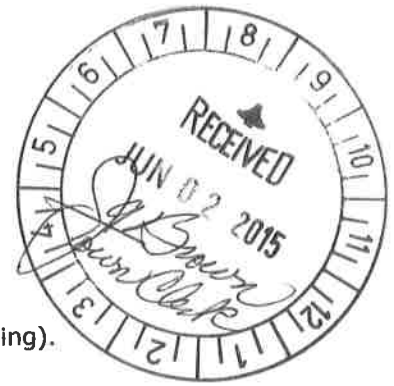


**Freetown Cemetery Commission**  
Minutes of the Monday, May 18, 2015 Meeting  
Town Hall, 3 North Main Street, Assonet, Mass.



**Present:** Keven Desmarais and Mike McCue.

**Absent:** Adrienne Levesque.

**Guests:** Kim Fales (Town Accountant) and Tom Copeland (T.E.C. Landscaping).

**Call to order:** Mike McCue called the meeting to order at 4:05 p.m.

**Approval of Minutes**

No minutes were received.

**FY16 Budget & Bids**

Kim Fales and Tom Copeland were present to discuss the FY16 mowing bids. Mr. Copeland was the sole bidder. Some objections had previously been raised by the Board of Selectmen regarding the fact that there was only one bid.

Mrs. Fales discussed the result of the bid. With the pricing coming to approximately \$12,785 strictly for mowing, this breached the \$10,000 threshold for bidding under state law. However, she confirmed that the bidding process undertaken by the Cemetery Commission was compliant with the law, and in fact exceeded the minimum required by the law. In her opinion based on her familiarity with the bidding laws, there did not need to be any further work undertaken prior to the Annual Town Meeting. With regard to future bids, it was her recommendation that the bid forms include language that awards would be subject to town meeting appropriations.

Mr. Desmarais questioned what needed to be done if Town Meeting voted a lower figure. Mrs. Fales responded that the commission would need to cut back on the number of mowings, but there would be no need to re-bid. Mr. Copeland would be the contractor for FY16 so long as he continued to want the work.

Discussion was held on insurance. All recognized that insurance information had been requested if the bidder had insurance, and that insurance was not an apparent requirement. All agreed that it is preferable to have insurance. Mr. McCue noted that some of these cemeteries are not even town property, so it was doubly important to ensure coverage there.

Mr. Copeland asked about whether it was possible for bids to be done for multiple years. Mrs. Fales said they could, so long as it were part of the original bid, and for a maximum total of three years. So while the 2015 bids would expire in 2016, the 2016 bids could be for 2016-17 through 2018-19.

**Next Meeting**

The next meeting was noted as Monday, May 18th.

**Meeting Adjourned**

A motion was made by Mr. Desmarais, seconded by Mr. McCue, to adjourn. The motion carried unanimously and the meeting adjourned at 4:35 p.m.

This is a True Record by me.

Attest: \_\_\_\_\_  
Michael T. McCue, Chairman