

**TOWN OF LUDLOW  
BOARD OF CEMETERY COMMISSION**

**SPECIAL MEETING MINUTES**

**Wednesday, April 8, 2009**

**5:30 PM**

**Board Members Present:**

Herbert B. VanGuilder, Chairman  
Nataile Gruber, Vice Chair/Flowers Chair  
John Paige  
Ludwig Gabranski, Clerk

**Staff Present:**

Jamie Farquhar, Sexton  
Eugene Dean, Asst. Sexton

**Trustee of Public Funds:**

Rosemary Goings, Chair  
Ulla Cook, Vice Chair & Town Treasurer  
Bev Stepp, Clerk

**Call to Order:**

Meeting was called to order at 5:30 pm by Chairman, Herbert VanGuilder.

**Comments From Citizens:**

No citizens present.

**Approve Minutes:**

Motion by Nataile Gruber to approve the minutes of March 18, 2009 as presented.

Motion seconded by Louie Gabranski. So voted.

**Sexton's Report:**

- a. Jamie Farquhar noted the Cemetery was opened on April 6, 2009. The water is turned on and they are up and running. Herb VanGuilder noted there seemed to be a lot of broken branches this year.
- b. Jamie Farquhar noted there was no vandalism, the exit mirror is up and we have the same staff as last year.

**Cemetery Funds:**

Under Cemetery Funds in regards to the Perpetual Care Funds, following discussions were presented.

- a. Herb VanGuilder read the minutes from the March 24, 2009 Trustee of Public Funds meeting he attended representing the Cemetery Commissioners. Herb also read a copy of the minutes he had drafted from this meeting.
- b. The Cemetery Commissioners have had no income from the Perpetual Funds for the last year and were advised no funds would be available for this year, which raised the question with the Cemetery Commissioners.
- c. After several questions, Rosemary Goings, Trustee of Public Funds Chair handed out the statutes as to the responsibilities of the Trustee of Public funds. She explained the conditions of the funds, which the board had inherited. She noted they were working with Mark Huntley of Raymond James Investments to improve the different funds in their care.

- d. Herb VanGuilder noted from the meeting he had attended earlier he didn't feel that Mark was totally aware of the 65-35 rule.
- e. Rosemary Goings explained that as they understood this rule, it was suggested that they may invest the public funds in that fashion.
- f. John Paige felt that the Trustees of Public Funds should continue to review the endowment funds and separate them from other funds and report back to the Cemetery Commissioners.
- g. Rosemary Goings noted this was being worked on and now with quarterly meetings, of which Herb as Cemetery Chair is welcome to come, there should be more up-to-date information for the board.
- h. Herb VanGuilder's final question was how the audit of the funds was being paid for. After different thoughts and discussion this question appears to require more research.
- i. The Cemetery Commissioners thanked the Trustees of Public Funds for coming to their meeting.

### **Cemetery Truck Bids:**

Motion by John Paige to close acceptance of the Cemetery truck bids. Motion was seconded by Louie Gabranski. So voted.

- a. Herb VanGuilder noted that Benson's Chevrolet, John C. Stewart & Sons and Kelley Dodge were all sent faxes requesting bids on a new 1-ton, 'plain-jane', dump truck. The following bids were opened:
 

Benson's Chevrolet	\$23,365
John C. Stewart & Sons	\$22,452
Kelley Dodge	No Bid

Upon discussion of the Cemetery Commissioners, Nataile Gruber made the motion to have the Sexton and Assistant Sexton review the bids and accept the bid they feel will be the best truck for the Cemetery use. Motion seconded by John Paige. So voted.

- b. Herb VanGuilder noted that he had discussed with George Fairchild, Manager of the Transfer Station and Municipal Manager, Frank Heald about purchasing a truck to be used by other departments. Both felt at this time there was no need in the other departments.
- c. Herb VanGuilder noted there were a few additional accessories they would need for the truck, which he and the staff will discuss and add to the purchase of the new truck.
- d. Jamie Farquhar noted the list of accessories.

### **Other Business:**

- a. Discussion of the needed tree work took place. Herb VanGuilder explained that last year's bid by G.M. Tree Tech, LLC was the best bid of the three bids received. They are doing the most work for the money

Motion by Nataile Gruber and seconded by Louie Gabranski to proceed with the tree work and Jamie Farquhar to arrange with G.M. Tree Tech, LLC a date to complete the work. So voted.

- b. John Paige noted to review the cable tree work with G.M. Tree Tech if the cable work should be done or the trees in question should be removed.
- c. Herb VanGuilder noted upon further review of the Cemetery trees there are many more trees needing tree work.

### **Restoration/Projects:**

- a. Herb VanGuilder noted they are going to start the restoration projects full force this year. He has already talked to the extra help about this project. Herb is attending seminars and meetings to learn the best ways of completing restoration work.
- b. Herb VanGuilder handed out the up-to-date Project List of projects the staff will also be working on when their regular duties permit.

**Adjourn:**

Motion by John Paige to adjourn. Second by Nataile Gruber. So voted.

Meeting Adjourned at 6:48 P.M.

Respectfully submitted,

Ludwig Gabranski  
Clerk

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**Herbert VanGuilder, Chairman**

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**Nataile Gruber, Vice Chair & Flowers Chair**

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**Ludwig Gabranski, Clerk**

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**John Paige**

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**Brett Sanderson**