

**TOWN OF LUDLOW
BOARD OF CEMETERY COMMISSION**

REGULAR MEETING MINUTES

Wednesday, March 20, 2013

Board Members Present:

Herbert VanGuilder, Nataile Gruber, John Paige, Louie Gabranski

Staff Present:

Josh Adams, Joe Gaudiana

Call to Order:

Meeting was called to order at 6:00 pm.

Old Business / Discussion with Employees:

- a. A discussion with employees asked the question “who is in charge of equipment and how often should it be serviced.”
- b. Louie Gabranski said the truck should be serviced by a Chevrolet dealer and the backhoe by the company it was purchased from.
- c. Josh Adams said the backhoe was not the preferred machine for cemetery work. He said it should not be used in any winter weather.
- d. Joe Gaudiana handed out a list of items he would like to see accomplished at the cemetery. It was noted that some of the commissioners did not see the need for some of his recommendations or more flowers.
- e. Joe Gaudiana outlined on his list some of the equipment he feels the cemetery needs.
- f. Joe Gaudiana said the entrance needs a map station explaining the layout of the cemetery.
- g. Josh Adams outlined his accomplishments with the transferring of old records onto the computer.
- h. John Paige and Nataile Gruber said the Sexton should be more responsible and the cemetery staff should follow through on his decisions.
- i. Herb VanGuilder read the chain-of-commands that the Commissioners adopted on July 15, 2009. He also read the job description for a Sexton. He said we have a good staff working at the cemetery and most of the procedures are working well.
- j. A discussion was held on the possibility of the Chairperson having weekly or monthly staff meetings. This is being considered.
- k. MOTION by John Paige and seconded by Nataile Gruber to re-schedule the Reorganization Meeting until we have a full Board of Commissioners. So voted.

Approve Minutes:

- a. MOTION by Nataile Gruber and seconded by Louie Gabranski to approve the minutes of November 21, 2012. So voted.

New Business:

- a. MOTION by Louie Gabranski and seconded by Nataile Gruber to hire a recording secretary to complete the Cemetery Commission minutes. So voted.

Adjourn:

- a. MOTION by Nataile Gruber and seconded by John Paige to adjourn. So voted.
- b. Meeting adjourned at 7:15 pm.

Respectfully submitted,

Ludwig Gabranski
Clerk

Herbert VanGuilder, Chairman

Nataile Gruber, Vice Chair & Flowers Chair

Ludwig Gabranski, Clerk

John Paige

Brett Sanderson