

**TOWN OF LUDLOW
BOARD OF CEMETERY COMMISSION**

REGULAR MEETING MINUTES

**Wednesday, March 16, 2011
6:00 PM**

Board Members Present:

Herbert VanGuilder
Brett Sanderson
Nataile Gruber
Ludwig Gabranski
John Paige

Call to Order:

Meeting was called to order at 6:00 pm by Chairperson, Herbert VanGuilder.

Reorganization of the Board:

- a. Motion by Nataile Gruber and seconded by John Paige to elect Herbert VanGuilder as Chairman. No further nominations. So voted.
- b. Motion by Louie Gabranski for the Clerk to cast a unanimous ballot for Nataile Gruber for Vice Chair, Nataile Gruber for Flower Chair and Louie Gabranski for Clerk. Motion was seconded by Nataile Gruber. So voted.
- c. Motion by John Paige to designate the Chairperson as the Signer of Deeds on behalf of the Cemetery Commission. Seconded by Nataile Gruber. So voted.
- d. Motion by Brett Sanderson to hold the Cemetery Board regular meetings on the 3rd Wednesday of the month at 6:00 pm. Motion was seconded by Louie Gabranski. So voted.
- e. Motion by John Paige that other meetings, if needed, be called by the Chair. Motion seconded by Nataile Gruber. So voted.
- f. Motion by John Paige that the newspaper of general circulation be the same as designated by the Select Board. Motion seconded by Louie Gabranski. So voted.
- g. Motion by John Paige that the Cemetery Commissioners meeting be conducted by Roberts Rules of Order. Motion seconded by Brett Sanderson. So voted.
- h. Motion by Nataile Gruber that the previously adopted Chain of Commands be adopted. (Ludlow Town Tax Payers→Ludlow Cemetery Commissioners→Ludlow Cemetery Sexton→Ludlow Cemetery Staff). Motion seconded by Louie Gabranski. So voted.

Comments from Citizens:

None present.

Approve Meeting Minutes:

- a. Motion by Nataile Gruber to accept the minutes of December 14, 2010 as presented. Motion seconded by Brett Sanderson. So voted.

New Business:

- a. Chairman Herb VanGuilder reviewed the 2010/2011 budget. Jamie Farquhar's pay was discussed. Nataile Gruber and Chairman, Herb VanGuilder noted that the Municipal Office said the monies will be added back into the Cemetery budget to offset.
- b. Discussion on the hiring of new employees was summarized by setting up interviews with the final three candidates on Wednesday, March 30th, starting at 5:00 pm. In light of the 2011/2012 budget being cut by \$50,000, it was felt that after the interviews a pay schedule and benefits package will be worked out with whoever the commission will be able to hire. It was also discussed that the commission may only be able to hire two individuals instead of the three that are needed.
- c. Chairman, Herb VanGuilder will set up the interviews.

Old Business:

- a. Chair, Herb VanGuilder gave a quick review of the present 2011 budget. It was felt because of the drastic cut in the 2012 budget the commission may need to stop all projects and if possible carry some monies over into a new budget year. A further review will be worked on.

Adjourn:

- a. Motion by John Paige and seconded by Nataile Gruber to adjourn. So voted.
- b. Meeting adjourned at 7:02 pm.

Respectfully submitted,

Ludwig Gabranski
Clerk

Herbert VanGuilder, Chairman

Nataile Gruber, Vice Chair & Flowers Chair

Ludwig Gabranski, Clerk

John Paige

Brett Sanderson