

**TOWN OF LUDLOW
BOARD OF CEMETERY COMMISSION**

REGULAR MEETING MINUTES

Wednesday, April 18, 2012

Board Members Present:

Herbert VanGuilder, Nataile Gruber, John Paige, Ludwig Gabranski, and Brett Sanderson

Cemetery Employees Present:

none

Call to Order:

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

Approve Meeting Minutes:

- a. MOTION by Brett Sanderson and seconded by John Paige to accept the minutes of March 21, 2012 as presented. So voted.

Comments from Citizens:

- a. None present.

New Business:

- a. Chairperson, Herbert VanGuilder, read a letter from Water Webber, who states that his burial lots at the Pleasant View Cemetery may be used by any of his relatives.
- b. Herbert VanGuilder noted that Trees, Inc. will be attending to several trees in the South Hill Cemetery. Also noted was that Green Mtn. Trees have completed the pruning of the dead wood in the big maple trees located in the Pleasant View Cemetery.
- c. Chairperson, Herbert VanGuilder, noted that work on the cemeteries were started approximately 6 weeks earlier this year. He also noted that the cemetery department has also purchased \$1300.00 plus dollars of equipment to cut down on the manual labor. The purchase of this equipment will make the staff much more efficient. The staff is working on cleaning up the upper cemetery.
- d. Chairman, Herbert VanGuilder, also noted that on April 11, 2012 he attended the Vermont Cemetery Association Meeting & Seminar that was held in Burlington, VT. The main topics were on Perpetual Care and Turf Management. Herb noted that it was an educational day and he is sharing the information from the seminar with the cemetery staff. Herb also noted that he took a tour of the Primary Lakeview Cemetery in Burlington.
- e. Herbert VanGuilder noted that the new flag in our cemetery was donated by the VanGuilder Family in memory of their sister, Elsie Langlais.

- f. Chairman, Herbert VanGuilder, noted that he will be working with George at the Transfer Station with regards to sharing the cemetery's backhoe and our staff person, Joe Gaudiana.
- g. John Paige noted that there is a question from the local Legion Auxillary as to who owns the existing flag station, etc... Chairman Herb noted that he would contact the Auxillary and the Legion.
- h. Ludwig Gabranski asked why there was an invoice on the warrant orders for the new guard rail when it hasn't been installed to date. Chairman Herb noted that it is not unusual to present the proposal for work to be completed, as the check is held until the work has been completed and inspected by the Sexton and The Chairman. Once the inspection of the completed work has passed, then the Chairman request that the check be released. This expedites the accounts payable process, which is helpful because many of these companies want their payment within 10 days in order to give us the best price, with a maxium of 30 days for payment in which these business may adjust their pricing. Therefore we try to oblige them so that we can save monies by getting the best prices. The concensus of the board agreed with this practice for the past few years and to continue with the same procedures for future invoices.
- i. Discussion on opening and closing of the cemeteries took place, with the board (in general) not understanding why our Police Dept. was not able to provide this service adequately. Chairman Herb noted that he was trying to work out a program with the cemetery staff for this service, bearing in mind that this will cost the cemetery extra monies.

Old Business:

- a. Chairperson, Herbert VanGuilder, is working on the new flag station location. Herb had contacted the Pole Tec and they have presented an estimate for the flag poles along with a hand drawing for up to 5 flags. Herb noted that the president and owner of Pole Tec Flag Co., Ralph Barbarites, is a customer of Tapper Plumbing & Heating, owns a home on Old Weston Mtn. Road, and has agreed to supply the flag poles to us @ wholesale cost. Herb noted that he had made contact with the Legion – VFW- and our local Fire Dept. to see if they would like to be a part of the new flag station. Herb noted that they have temporarily moved the existing flag station along with The Odd Fellows & Auxillary Monument to the proposed new flag station site as the company is coming to install the new guard rail system.
- b. Chairman Herb noted that he had met with the American Legion and is on the Legion's May 6th Meeting Agenda.

Adjourn:

- a. MOTION by Brett Sanderson and seconded by John Paige to adjourn. So voted.
- b. Meeting adjourned at 7:03 pm.

Respectfully submitted,

Ludwig Gabranski
Clerk

Herbert VanGuilder, Chairman

Nataile Gruber, Vice Chair & Flowers Chair

Ludwig Gabranski, Clerk

John Paige

Brett Sanderson