

**TOWN OF LUDLOW  
BOARD OF CEMETERY COMMISSIONERS**

**REGULAR MEETING**

**Wednesday, June 20, 2018**

**Board Members Present:**

Herb VanGuilder  
Lou Gabranski

Marty Nitka  
Brett Sanderson

**Board Members Absent:**

Dave Harlow

**Staff Present:**

Scott Murphy

**1. Call to Order**

- A. Meeting was called to order by Chairman, Herbert Van Guilder at 4:02 p.m. All members present, except Dave Harlow.

**2. Consideration of Changes, Additions or Removal to the Agenda**

- A. Scott Murphy said that no changes were necessary:

**3. Approve Minutes of Previous Meeting**

- A. Herb Van Guilder said that the minutes to be reviewed are from May 16, 2018.
- B. Motion by Marty Nitka and seconded by Lou Gabranski to accept the minutes from May 16, 2018 as corrected. Motion passed unanimously.

**4. Comments from Citizens**

- A. Lou Gabranski said that the board had purchased a new flag pole and asked where it is.
- B. Herb Van Guilder said it is in the garage.
- C. Scott Murphy said it will be discussed later in the meeting.

**5. Sexton's Report**

- A. Herb Van Guilder said the sexton's report has been submitted and asked for comments. There were none
- B. Sexton's Report accepted as presented

**6. Buildings & Grounds Foreman's Report**

- A. Herb Van Guilder said the Buildings & Grounds Foreman's report has been submitted and asked for comments. There were none
- B. Building & Grounds Foreman's Report accepted as presented

**7. Update on Cemetery Drainage Pipe**

- A. Scott Murphy said that at the last meeting, the board was dissatisfied with the pipe burst solution and wanted to consider digging a trench. He said that he contacted M&M and Adams and asked them to look at the situation. They met with Ron Tarbell and Chuck Craig. Both contractors suggested running a trench and putting in a new pipe along the left side of the driveway. The space is already paved with a funnel. They will re-open the line and tie into the village line. Doing it this way will remove any further responsibility from the Cemetery. It will also fix some of the village's problems at that location. The quotes were \$24,800 from Adams and \$36,000 from M&M.
- B. Marty Nitka asked if they had an engineer look at it.
- C. Scott Murphy said no, they can rely on the contractor's experience. He suggested that the Cemetery Commission approach the Village Trustees to co-sponsor the project as it will also fix some of their problems. He said that he has already spoken to David Rose and he is open to discussion.
- D. Herb Van Guilder said the project is cut and dry and they don't need an engineer or those costs.
- E. Marty Nitka said it's hard to believe it would be that easy.
- F. Herb Van Guilder asked where they would start.
- G. Scott Murphy said across Cemetery Road up the top.
- H. Brett Sanderson asked if it included a new basin.
- I. Scott Murphy said he would like to discuss that with Chuck Craig.
- J. Herb Van Guilder said this is a better idea than the pipe burst.
- K. Scott Murphy suggested that a representative from the Cemetery Commission attend the next Trustees' meeting on July 3<sup>rd</sup> at 6:00 p.m. and he would ask to put this on their agenda. He added that Adams did a good on the Andover Street culvert.

**8. Update on New Wall**

- A. Scott Murphy advised that the work is done.
- B. Marty Nitka said it looks great.
- C. Scott Murphy said they have received a lot of compliments. He said that he has not received a final invoice from the contractor, but the contractor did tell him that he had to buy more rocks than expected and it cost him \$4,000.
- D. Marty Nitka asked if we had a fixed price.
- E. Scott Murphy said yes, \$26,400.
- F. Herb Van Guilder said maybe we could meet the contractor half-way. He said that now the area needs landscaping. He added that the Garden Club donated several plants. He said this now makes 2 occasions when he needed keys. The other was Memorial Day when no one was around with keys and a woman had to go to the bathroom. He said the Garden Club was going to put the plants in the Cemetery. He wants to know where they are because he wants to send the Garden Club a thank you note.
- G. Marty Nitka said in his Sexton's Report, Doug Sheehan said they would be planted as soon as the staff can do it.
- H. Herb Van Guilder said now is a good time to plant by the wall because it is all dug up.
- I. Lou Gabranski asked if anyone did and if so, who bought the flowers for Memorial Day.

- J. Herb Van Guilder said there is a fund to purchase flowers for Memorial Day for certain graves.
- K. Scott Murphy said he would find out.

**9. Discuss Bicycle Path**

- A. Herb Van Guilder said that for the last couple of years, he has been trying to get a bike path from the Cemetery to Fox Run across to Jackson Gore. There is a path already there, but it is not maintained. With a chain saw, it could be cleared in a few hours. The land is on Okemo property. He said that he has worked well with Ted Reeves in the past and would like to ask him to give us permission to have a permanent Right of Way (ROW) to be used as a bike path.
- B. Brett Sanderson said you would be hard pressed to get that now, with a pending purchase of Okemo.
- C. Herb Van Guilder said there are 3 other paths that people use, 2 to Gill property, and they aren't maintained. The Cemetery used to maintain them. Since we straightened out the property line issues in the upper and new sections, the fence needs to be moved. There is also a path to Thompson Avenue. We should try to acquire that property and it would make a great emergency access.
- D. Marty Nitka asked who owns that property.
- E. Herb Van Guilder said he doesn't know and it is not maintained. We should try to get the land on the edge of the Okemo land, by the Legion property and over the bank. It would also access Dug Road. You could drive to the gate if it was maintained. He said that we paid about \$2,100 to \$2,200 for the recent land purchase.
- F. Brett Sanderson said that was just shy of 1 acre.
- G. Herb Van Guilder said we should work with the town, village and Sharon Bixby (bike path committee) on this.
- H. Marty Nitka said he would be very surprised if the Muellers would do anything with the pending Vail purchase. He suggested trying to get a year-to-year agreement that either party could terminate, to use the land. He said that we got the \$2,200 price because the property line got messed up and it took 3 years to get that done. It would be easier to approach them and ask if we can maintain the land as a bike path from year to year.
- I. Herb Van Guilder said Gill gave us permission to maintain the property that they own as long as the town is liable. He said that Ted Reeves gave us permission to maintain it. He said that he also asked Ted Reeves if we could put up a plaque by the snowmaking pond explaining what is it and details like how many gallons.
- J. Lou Gabranski asked about the bike path that was discussed through the cemetery.
- K. Herb Van Guilder said that the bike committee tried to get grants and it would have come out by Fox Run. He said he would like to call it the HOWARD BARTON, JR. NATURE TRAIL in honor of all of the years of service Howard Barton, Jr. gave to Ludlow.
- L. Marty Nitka suggested asking Okemo for a year-to-year agreement.
- M. Herb Van Guilder said it is a nice wide area at the end of the cemetery.
- N. There was general consensus among board members to pursue a bike path/nature trail.

**10. New Business**

- A. There was none.

**11. Other Business**

- A. There was none.

12. **Set Date for Next Meeting**

- A. Wednesday, July 18, 2018 at 4:00 p.m.

13. **Discuss Employee Wages**

- A. To be discussed in Executive Session.

14. **Possible Agenda Items for Next Meeting**

- A. Cemetery Policies Discussion & Final Approval

15. **Sign Warrant Orders**

- A. The warrant orders have been signed.

16. **Possible Executive Session/Personnel/Contracts/Real Estate Issues**

- A. **MOTION by Marty Nitka and seconded by Lou Gabranski to enter into Executive Session to discuss personnel matters. Motion passed unanimously.**
- B. Board entered into Executive Session at 4:33 p.m.
- C. Executive session ended at 4:53 p.m.
- D. No action taken.

17. **Adjourn**

- A. **MOTION by Marty Nitka and seconded by Brett Sanderson to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 4:55 p.m.

Respectfully submitted,

Lisha Klaiber

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Herbert VanGuilder, Chairman

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Marty Nitka

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Lou Gabranski

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Brett Sanderson

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Dave Harlow