

**TOWN OF LUDLOW
BOARD OF CEMETERY COMMISSION**

REGULAR MEETING MINUTES

Wednesday, May 16, 2012

Board Members Present:

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

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 John Paige and seconded by Nataile Gruber to accept the minutes of April 18, 2012 as presented. So voted.

Comments from Citizens:

- a. None present.

New Business:

- a. Chairperson, Herbert VanGuilder, noted the proposed new flag station is still being designed and cost projected.
- b. Chairperson, Herbert VanGuilder, noted that he was a guest speaker at the Senior Ctr. On Wednesday, May 9, 2012, where he spoke on the cemetery projects and the proposed flag station. Herb also noted that on May 9, 2012 at 5:30 p.m. he met with the Legion Auxillary and spoke about those same cemetery projects. Herb noted that the Legion Auxillary had concerns on the condition of the existing monuments by the flag pole. Chairperson, Herbert VanGuilder, noted that the cleaning of those monuments was not the responsibility of the Cemetery, however Herb has had the cemetery staff clean them.
- c. Chairperson, Herbert VanGuilder, noted that the cemetery staff had some concerns about the possibility of benefits. Herb suggested 4 hours earned off each month, with a cap of 10 days. After much discussion, a Motion by Nataile Gruber and seconded by John Paige, for the Chairperson to be allowed to work out the suggested benefit. So voted.
- d. Chairperson, Herbert VanGuilder, noted that the new budget year will soon be here and he suggested that the chairperson be allowed to consider pay raises up to \$1.00/hr. increase, worked into a percentage. Motion by Nataile Gruber and seconded by Ludwig Gabranski to allow the chairperson to proceed with the above suggestion. So voted.
- e. The chairperson's expense account was reviewed and excepted for payment as presented.

- f. Chairperson, Herbert VanGuilder, noted the Sexton's and his concerns on trying to purchase much needed items with businesses where the cemetery does not have an open account. To date, the chairperson has been purchasing various items and then turning in the receipts for payment. It was noted that this was cumbersome and not the best means for accountability. The chairperson noted that he was talked to Pam and Ulla regarding the possibility of a credit card for the cemetery's use. Ulla suggested that the credit card would be okay as long as the board of commissioners approve it. Herbert VanGuilder suggested a maximum limit of \$1000.00. Motion by Nataile Gruber and seconded by John Paige to allow the chairperson to proceed on acquiring a credit card on behalf of the Town of Ludlow Cemetery Department. So voted.

Old Business:

- a. Chairperson, Herbert VanGuilder, noted that the following projects have been completed:
 - 1. Temporarily relocated the existing flag pole, along with the Odd Fellows and Rebekah's monuments, to the proposed new flag station area.
 - 2. Guard rail from the upper to the lower area has been completed.
 - 3. Entrance sign had been relocated and the entrance granite monuments have been pressure washed and flowers planted.
 - 4. Entrance by the new tomb has been landscaped with a white picket fence and flowers.
 - 5. Over 100 Veteran's markers in the upper cemetery have been leveled, cleaned, etc...
 - 6. Smaller projects and the mowing & trimming are being kept up with.

Adjourn:

- a. MOTION by Nataile Gruber and seconded by John Paige to adjourn. So voted.
- b. Meeting adjourned at 6:50 pm.

Respectfully submitted,

Ludwig Gabranski
Clerk

Herbert VanGuilder, Chairman

Nataile Gruber, Vice Chair & Flowers Chair

Ludwig Gabranski, Clerk

John Paige

Brett Sanderson