

**TOWN OF LUDLOW
BOARD OF CEMETERY COMMISSIONERS**

REGULAR MEETING

Wednesday September 20, 2017

Board Members Present:

Herb Van Guilder	Dave Harlow
Lou Gabranski	Brett Sanderson

Board Members Absent:

Marty Nitka

Staff Present:

Frank Heald

1. Call to Order

- A. Meeting was called to order by Chairman, Herbert Van Guilder at 4:01 p.m. All members present, except Marty Nitka, who had called earlier to let the board know he wouldn't be here.

2. Consideration of any Changes, Additions or Removals to the Agenda

- A. There were none.

3. Approve Minutes of Previous Meeting

- A. Herb Van Guilder said that the minutes to be reviewed are from August 16, 2017.
B. Lou Gabranski pointed out that on page 3, Signatures, one Marty Nitka should be Lou Gabranski.
C. **Motion by Brett Sanderson and seconded by Lou Gabranski to approve the minutes of August 16, 2017 as corrected. Motion passed unanimously.**

4. Comments from Citizens

- A. There were none.

5. Report of the Sexton (Interim)

- A. Herb Van Guilder said the report included mention of straightening of leaning monuments. He asked if the town crew would be able to do it.
B. Frank Heald said not the big ones because of the liability. He has a quote from Bowker for the repairs and is waiting for 2 additional quotes.
C. Report accepted by the chair as presented.

6. Report of the Grounds Supervisor (Interim)

- A. Herb Van Guilder said this report also includes mention of fixing some of the smaller monuments.
- B. Frank Heald agreed that staff could do some of the manageable ones, not the others.
- C. Herb Van Guilder said he would prefer staff to finish trimming the banks by the fence, first.
- D. Frank Heald agreed.
- E. Report accepted by the chair as presented.

7. Update on Planting

- A. Frank Heald said they did a fair amount of planting on the upper bank and set up a sprinkler. They plan to do more planting in the spring and then start on the lower bank.
- B. Herb Van Guilder said it looks good. He would like them to cut the brush back to the property line.
- C. Frank Heald said he will not recommend doing the bank until we have stabilization plans to prevent erosion.

8. Update on Monument Cleaning & Straightening

- A. Herb Van Guilder said this was covered until both the Interim Sexton's report and the Interim Ground Supervisor's reports.

9. New Business

- A. Herb Van Guilder noted that a financial report was included.

10. Other Business

A. Stone Wall Repairs

- i. Frank Heald advised that he had met with Jeb Porter, a stone mason from Mount Holly and is expecting a quote from him. All previous quotes from others, that the board received, had been too high. He has seen Mr. Porter's work and it is great. He will get us the quote for the October meeting and expects it will be between \$15,000 and \$20,000. Mr. Porter said he would be able to do the project in July 2018.
- ii. Brett Sanderson said that Mr. Porter had done a wall across from the Belmont store and he does great work.
- iii. Frank Heald said the wall would be about 2 ½ feet high.

B. New Tractor

- i. Frank Heald advised that John Grasso is being trained on the new tractor and Ron Tarbell is handling it.

C. Article on VT Cemeteries

- i. Herb Van Guilder said he was glad to see the article included in the packet. It's good to see what other cemeteries are doing. He said that we keep our cemeteries well maintained and they look nice with the improvements that have been made.

D. Rules and Regulations

- i. Frank Heald said he had included a draft of the Rules and Regulations in the packets. He went through and made a compilation of previous information given to him.

- ii. Herb Van Guilder asked board members to go through the draft and get any suggestions to Frank Heald before the next meeting.

11. **Sign Warrant Orders**

- A. Herb Van Guilder reminded commissioners to sign the warrants and minutes.

12. **Possible Executive Session/Personnel/Contracts/Legal**

- A. An Executive session is not needed

13. **Set Date for Next Meeting**

- A. Next regular meeting will be on October 18, 2017 at 4:00 p.m.

14. **Adjourn**

- A. **Motion by Brett Sanderson and seconded by Dave Harlow to adjourn. Motion passed unanimously.**
- B. Meeting was adjourned at 4:15 p.m.

Respectfully submitted,
Lisha Klaiber

Herbert VanGuilder, Chairman

Marty Nitka

Lou Gabranski

Brett Sanderson

Dave Harlow