

**TOWN OF LUDLOW
BOARD OF CEMETERY COMMISSION**

REGULAR MEETING MINUTES

Wednesday, May 21, 2008

Board Members Present:

Herbert B. VanGuilder, Chairman
John Paige
Nataile Gruber, Flowers Chair
Ludwig Gabranski

Staff Present:

Jamie Farquhar, Sexton; Eugene Dean, Assistant Sexton

Call to Order

Meeting was called to order at 6:00 pm by Chairman, Herb VanGuilder.

Approve Minutes:

Minutes from April 16, 2008 were corrected to read as follows:

Herb VanGuilder, Chairman
Brett Sanderson, Vice Chair & Clerk

*Motion by Nataile Gruber to accept the minutes from April 16, 2008 as corrected.
Seconded by Louie Gabranski. So voted.*

Comments From Citizens:

None present.

Monthly Sexton Report:

Sexton Jamie Farquhar noted that he and his staff replaced the power steering box and two tires on the dump truck in order to get it inspected. The blades on the mower were re-done. Jamie Farquhar also noted that the John Deere mower will need a new deck soon.

Four monuments have been repaired. Two monuments could not be repaired so they were re-set. They also found two monuments with red paint on them. This was reported to the Ludlow Police Department. Jamie Farquhar noted that the Ludlow Police Department was doing a much better job on closing the Cemetery gates.

Jamie Farquhar noted that the Ludlow Elementary School's sixth grade class has cleaned up the South Hill Cemetery. They have completed trimming and mowing to date.

Joshua Adams is back for the summer season.

There was a discussion on the back area where the maintenance material is stored. Jamie Farquhar noted that people are driving out there for whatever reason. John Paige felt they may need to install a gate or cable to discourage this action.

Herb VanGuilder noted he has been to the Cemetery several times since it opened and he commended the staff on the great job they have all done to have the Cemetery in fine order for Memorial Day.

Old Business:

A good discussion took place regarding the Cemetery Policy Booklet and Cemetery charges. Chairman, Herb VanGuilder noted he has visited about 30 other Cemeteries in which he is compiling information he is receiving from these other Cemeteries.

Chairman, Herb VanGuilder gave examples of the difference in lot prices from a low of \$185.08 to a high of \$685.00 for single lots. He also noted various requirements of other Cemeteries.

Discussion on Crematory lots was discussed and noted that further information would help the commissioners to decide what would work best for Ludlow Cemeteries.

Under new business, the paving was discussed with *a motion by John Paige to have Springfield Paving complete the paving work in accordance with the three bids for the three projects, not to exceed \$18,000. The bulk of the monies to come out of this year's budget. Seconded by Louie Gabranski. So voted.*

A discussion took place with Springfield Paving. He noted he could hold the bid price for the paving only until May. After that time-frame, the paving cost would be increased by 15% and \$7.0 per ton.

The Commission labored with the discussion. Of major concern was the drastic savings if the projects are completed now. Unanimous consent by the Cemetery Board for the best value and savings for the taxpayers was to complete the three projects now, realizing a savings of roughly \$4,100.00. The Cemetery Commissioners fully discussed and realize some of the noted projects will have to be put on hold for this budget in order to pay for the paving projects and realize the savings.

A quick discussion on the finances was noted by Chairman, Herb VanGuilder. He reported that an \$11, 00.00 surplus was realized from last year's budget and should be encumbered for future Cemetery use.

A discussion on the wish list and future projects took place. It was noted to add the following two items:

1. Jamie Farquhar noted the Lower Building
2. John Paige noted computerizing the Cemetery records

Chairman, Herb VanGuilder noted some of the Cemeteries he recently visited do have their records on the computer.

Motion by Nataile Gruber to appoint Eugene Dean as Assistant Sexton. Seconded by Louie Gabranski. So voted.

Motion by John Paige to have Chairman, Herb VanGuilder serve as the official liaison for the Cemetery Commissioners and Cemetery staff on a day-to-day basis on projects and day-to-day work schedules. Seconded by Louie Gabranski. So voted.

Adjourn:

Motion to adjourn by John Paige. Seconded by Nataile Gruber. So voted.

Meeting Adjourned 7:08 PM.

Respectfully submitted,

Herbert B. VanGuilder
Acting Clerk

Herbert Van Guilder, Chairman

Brett Sanderson, Vice Chair & Clerk

John Paige

Nataile Gruber, Flowers Chair

Ludwig Gabranski