

**TOWN OF LUDLOW
BOARD OF CEMETERY COMMISSION**

REGULAR MEETING MINUTES

**Wednesday, October 20, 2010
6:00 PM**

Board Members Present:

Herbert VanGuilder, Chairperson
Nataile Gruber, Vice Chairperson
Ludwig Gabranski, Clerk
John Paige, Commissioner

Staff Present:

None

Call to Order:

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

Comments from Citizens:

None present.

Approve Meeting Minutes:

- a. Motion by Nataile Gruber and seconded by Ludwig Gabranski to approve the minutes of September 15, 2010 as presented. So Voted.

New Business:

- a. Chairman, Herb VanGuilder noted he has reviewed the present flag station with Ralph from Pole Tech Flag Pole Manufacturers. Cost and design are being worked on for next year's budget. Herbert VanGuilder also noted that he was going to talk with the American Legion and Veterans of Foreign Wars on their participation with this project. Commissioners authorized Chairman, Herbert VanGuilder, to proceed with this project.
- b. Chairman, Herbert VanGuilder stated that he had attended the October 4th Selectboard's Meeting in regards to the easement on Mr. Roy's property for future power to the upper building. The Selectboard okayed to proceed with the easement and they will except it on behalf of the town.
- c. Herbert VanGuilder noted he had briefly met with Ulla, Town Clerk, as to the future use of computers for the Cemetery. Ulla Cook and Herbert VanGuilder will meet again later for a more in-depth discussion.
- d. A closing date for the staff was discussed. *Motion by Nataile Gruber and seconded by John Paige to close on October 29, 2010. So Voted.* Chairmain, Herbert VanGuilder to notify the staff.

Old Business:

- a. Chairman, Herbert VanGuilder noted that an inspection by the Vermont Leagues of Cities and Towns required more work to be done on the lower building. Herbert VanGuilder stated that he hired Heritage Engineering to address the concerns.
- b. Herbert VanGuilder also noted that the lower building was classified as a public building, which required more permits. All permits have been completed. The electrical inspector and the State Fire Marshall's office have approved the work thus far. Once the building is completed, a final inspection will take place.
- c. Hopefully all necessary permits have been filed.
- d. Engineer Todd from Heritage Engineering will do a final building inspection this week and approve all structural updates.
- e. Under staff discussions, Herbert VanGuilder noted that all of the commissioners were aware that Sexton James Farquhar will be retiring on November 1, 2010, as he advised the commissioners several months ago. Herbert VanGuilder noted that he was surprised when he had heard that the Asst. Sexton, Eugene Dean was hired into the Building & Grounds Dept. and that he had already started his new job as of last week.

The commissioners all wish him well and he will be missed as he is a very talented worker.

- f. After much discussion, the commissioners directed Chairman, Herbert VanGuilder to discuss with Joshua Adams, the cemetery’s current part time employee, as to his thoughts on future employment.
- g. Herbert VanGuilder noted different potential people inquiring about the Sexton & Asst. Sexton’s jobs. The commissioners expressed their thoughts on future employees. Herbert VanGuilder also noted that he discussed with the Municipal Manager, Frank Heald the possibility of still sharing employees. The Municipal Manager expressed his concern that he didn’t have any work for a part time person in the fall and winter months.
- h. Chairman, Herbert VanGuilder noted that the Cemetery really needs 2 full time employees for at least 7-9 months and 2-3 part time employees during the grass mowing and clipping months, which are usually late May thru September.
- i. After further discussion the commissioners gave their consent for the Chairman, Herbert VanGuilder to do whatever is necessary to keep the Cemetery’s needs up to date. The Commissioners also noted that if a special meeting was needed, then go ahead and publicize the meeting.

Adjourn:

- a. Motion to adjourn by Nataile Gruber and seconded by John Paige. So voted.
- b. Meeting adjourned at 7:32 pm.

Respectfully submitted,

Ludwig Gabranski
Clerk

Herbert VanGuilder, Chairman

Nataile Gruber, Vice Chair & Flowers Chair

Ludwig Gabranski, Clerk

John Paige

Brett Sanderson