

**TOWN OF LUDLOW
BOARD OF CEMETERY COMMISSION**

REGULAR MEETING MINUTES

Wednesday, November 21, 2012

Board Members Present:

Herbert VanGuilder, Nataile Gruber, John Paige

Call to Order:

Meeting was called to order at 6:00 pm.

Approve Meeting Minutes:

- a. MOTION by John Paige and seconded by Louie Gabranski to accept the minutes from October 17, 2012 as presented. So voted.
- b. MOTION by John Paige and seconded by Nataile Gruber to accept the minutes from October 24, 2012. So voted.

Comments from Citizens:

- a. None present.

Old Business:

- a. Chairman Herb VanGuilder noted the flag station fence is in place and the base units for the three flag poles have been installed by the cemetery staff. Because the season is coming to an end the flag poles will not be installed until next spring.
- b. The fencing project has been completed. Herb VanGuilder noted that after a discussion with the Municipal Manager, part of the fencing may need to be moved because it is on Okemo Mountain's land. An updated survey showed that part of the fencing is on Okemos' land. This was noted for the Chairman to resolve.
- c. The new water line is 95% complete to serve the new section that is being developed for future burial sites. Other smaller projects have been completed.
- d. Chairman VanGuilder presented a proposed budget for the upcoming season.
- e. After discussion by each line item the Commissioners agreed to hold the budget to less than last year's budget for an amount not to exceed \$109,858.
- f. MOTION by John Paige and seconded by Louie Gabranski not to exceed \$109,858, with the Chairman to work out the final numbers after conferring with the Municipal Office on the numbers for insurance (workers comp, etc.). So voted.
- g. Louie Gabranski asked when the Cemetery will be closing for the season.
- h. Herb VanGuilder noted that two staff member have been laid off for the season. He said that Sexton Joshua Adams will be working until November 30, 2012.
- i. Herb VanGuilder presented the computer reports that Sexton Joshua Adams has completed to date.

- j. Herb VanGuilder noted that it is exciting to see the information that is contained in the computer reports such as gas uses for the season and statistics on what each staff person has accomplished. He said they are also documenting the number of grave sites that are in use as well as the number that are unused, which will be valuable information for future considerations.
- k. After discussion, Louie Gabranski noted they should oblige people the use of the cemeteries as long as the weather is good. The board agreed.

Sexton's Report:

- a. The Sexton's report was read and explained by Chairman Herb VanGuilder and noted that a portion of his reports will make up part of the annual Town Report.

Adjourn:

- a. MOTION by Nataile Gruber and seconded by John Paige to adjourn. So voted.
- c. Meeting adjourned at 5:50 pm.

Respectfully submitted,

Ludwig Gabranski
Clerk

Herbert VanGuilder, Chairman

Nataile Gruber, Vice Chair & Flowers Chair

Ludwig Gabranski, Clerk

John Paige

Brett Sanderson