

**TOWN OF LUDLOW  
BOARD OF CEMETERY COMMISSIONERS**

**REGULAR MEETING  
HOWARD BARTON, JR. CONFERENCE ROOM**

**Wednesday, October 16, 2024**

**Board Members Present:**

Bob Brandt	Shannon Stark	Bruce Schmidt
Scott Baitz	Lou Gabranski	

**Staff Present:**

Brendan McNamara	Doug Sheehan
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**1. Call to Order**

A. Bob Brandt called the meeting at 5:01.

**2. Consideration of Changes, Additions or Removal to the Agenda**

A. Brendan McNamara no changes are needed

**3. Comments from Citizens**

A. There were none

**4. Sexton's Report**

A. New Mausoleum Request

- i. Brendan McNamara noted that there has been a request for a new mausoleum
- ii. Doug Sheehan said there are already 2 (or3) in the cemetery. He said this one would be like the Harrison mausoleum.
- iii. Bob Brandt said he has no problem with it.
- iv. Scott Baitz asked about restricting mausoleums to a specific section of the cemetery
- v. Doug Sheehan said the commissioners make the decision. This one would be across from the dirt road, side by side, it will be 42" high, 86" deep and 106 wide. He said he is going to tell the person that he will need to buy 2 more lots. If not, they will have to move monuments to get caskets in. He would center the mausoleum in the middle of the 4 lots.
- vi. Bruce Schmidt said this board needs to get in front of this at some point. We should put in the bylaws how many lots would be required to be bought.
- vii. Doug Sheehan said that when the person bought the 2 lots, Doug Sheehan did not know the intent was to put in a mausoleum
- viii. Bruce Schmidt said we need to have less 'asking' the Sexton to make these decisions and we need rules. We need Doug's insight.
- ix. Doug Sheehan said it would be wide, but would fit on 2 lots; 4 would be better.
- x. Bob Brandt asked, if a person bought lots for the whole family, then wanted to put in a mausoleum, are we going to say he needs more lots.
- xi. Bruce Schmidt said we can set a separate section for mausoleums
- xii. Bob Brandt said that some people don't know when they buy their lots

- xiii. Doug Sheehan said if a monument is on the front of a lot, it's hard to move around.
  - xiv. Shannon Stark said they should designate one section for mausoleums and the existing mausoleums are grandfathered.
  - xv. Bruce Schmidt said he is not sure that he wants to set a whole section for them. Some people bought their plots and wanted a certain view. It's a very emotional, personal thing.
  - xvi. Doug Sheehan said by the garage, most of them are sold.
  - xvii. Scott Baitz said there are lots of open lots there.
  - xviii. Brendan McNamara said that designating a section would be the easiest way around it. How many buy with the intention of putting in a mausoleum?
  - xix. Doug Sheehan said he doesn't know, but when done, they are \$75,000.00 or more.
  - xx. Brendan McNamara said that he will get together with Doug Sheehan and Kevin MacPherson and look things over.
  - xxi. Scott Baitz asked if we buy lots back.
  - xxii. Doug Sheehan said yes. We have the first option to buy back at what we sold it for.
  - xxiii. Scott Baitz asked why not buy them back at today's prices.
  - xxiv. Doug Sheehan said it's in the regulations. He said he's done several and resold the lots at today's prices, minus recording fees.
  - xxv. Bob Brandt asked if we are good with the mausoleum request.
  - xxvi. Doug Sheehan said the person said he is willing to buy more lots if he has to.
  - xxvii. Bruce Schmidt said if we do set up a separate section., we should make the lot sizes larger.
  - xxviii. Doug Sheehan said that the Harrison mausoleum is set on 4 lots.
  - xxix. Bruce Schmidt said that it is not good with rules being different.
  - xxx. Doug Sheehan said the mausoleum will be 106" wide and two lots only 120" wide. It would be very close to the other monuments.
  - xxxi. Shannon Stark said to give the person the option.
  - xxxii. Scott Baitz said if we can do it without extending the lots, leave it.
  - xxxiii. Brendan McNamara said he will get on it.
  - xxxiv. Doug Sheehan said they will have to hire someone to do the foundation. For Gendron, they went down 6 feet.
- B. Green Burials
- i. Shannon Stark asked about Green Burials
  - ii. Brendan McNamara said that he and Doug Sheehan discussed it and doing it year-round is not an option for us. We would have to write into the bylaws "weather permitting, under the discretion of the Cemetery Commission."

## 5. Buildings & Grounds Report

- A. Bruce Schmidt said the cemetery looks good; staff is doing a good job. He said they did a great job on the funerals for Herb Van Guilder, Howard Barton, Sr. and Liz Lombard.

## 6. Projects Update

- A. Fence Repair Project
  - i. Brendan McNamara said that Springfield fence can replace the 100 feet at the bottom. We have a number of quotes. He said that chain link or stainless steel in not becoming and Springfield fence cannot replicate the existing fence. Kevin MacPherson thinks we can repair the existing and put in new posts and caps. We found the same caps as the existing ones. It would be cheaper and a better fit. He said that split rail requires more maintenance. It would be about \$20,000 for chain link.
  - ii. Bruce Schmidt noted that behind the maintenance building is the same fence. Can we use that?

- iii. Brendan McNamara said he would check on it.
  - B. Hump At Spillway
    - i. Brendan McNamara said that Springfield Paving was in town and took down that hump.
    - ii. Bob Brandt asked if the water won't go into the cemetery.
    - iii. Brendan McNamara said that will be done this week or early next week.
7. **New Business**
- A. Schedule
    - i. Bruce Schmidt said he is not impressed with the schedule for Mr. Salem's fence repairs. It is October and Mr. Salem was here in May. This is way too long. Honoring Herb Van Guilder, Bruce Schmidt said that Herb Van Guilder would have been all over this. We need the drive to do these things that we talk about at meetings. This is not good. He said we rely on people to get these things done.
    - ii. Brendan McNamara said he will take the blame for the fence. He said he wasn't going to make the decision to put in a chain link fence.
    - iii. Bruce Schmidt said we are hard pressed to get this done. We need to push it. We owe it to the landowner.
    - iv. Scott Baitz agreed, it shouldn't take more than 2 – 3 weeks.
  - B. Paving
    - i. Lou Gabranski asked who paid for the paving
    - ii. Brendan McNamara said FEMA
8. **Other Business**
- A. Recognition of Herb Van Guilder
    - i. Brendan McNamara said that the suggestions about dedicating the Flag Station to Herb Van Guilder with a prominent plaque. The flag station was one of Herb Van Guilder's pride and joys. The plaque would be the first thing you would see going up the hill and we could put potted plants around it and dedicate it in the spring.
    - ii. Lou Gabranski said Herb Van Guilder always wanted a 6<sup>th</sup> flag pole.
    - iii. Brendan McNamara said the plaque/monument will be visible.
    - iv. Bruce Schmidt suggested that Brendan McNamara get 2 to 3 design suggestions prior to bringing it to the board to decide on at the next meeting. Possibly get the designs to Bob Brandt in 30 days.
    - v. Bob Brandt likes the place suggested by Brendan McNamara
    - vi. Shannon Stark also liked the location.
    - vii. Brendan McNamara said he would have suggestions within 30 days.
    - viii. Bruce Schmidt said maybe bring it up to the top sections on the bank by the fence. He also asked that the design be unique, not just square.
    - ix. Brendan McNamara said he will work it out.
    - x. Bruce Schmidt said in 30 days with a price. He suggested they speak to the family to see if his sons will be back for the summer and can be there for the dedication.
  - B. Sound Unit
    - i. Bruce Schmidt said that he had asked Brendan McNamara about sound units
    - ii. Brendan McNamara said he ordered a portable sound unit with 2 mics for \$270.00
  - C. Brush
    - i. Bob Brandt said that the cemetery looks great, but he would also like to see the bank brushed (this side of the road) has not been done for a few years.
    - ii. Brendan McNamara said he will talk to Kevin MacPherson

- iii. Bruce Schmidt said the slope is too steep, hire someone.
  - D. Buckets
    - i. Lou Gabranski said the buckets are still out
    - ii. Brendan McNamara said they are still working there.
9. **Set Date for Next Meeting**
- A. Bob Brandt said January for the next regular meeting – it would give us time to get the monument picked out.
  - B. Bruce Schmidt asked about the budget.
  - C. Brendan McNamara said they should start before January.
  - D. December was mentioned.
10. **Sign Warrant Orders**
- A. The warrant orders have been signed.
11. **Possible Executive Session/Personnel/Contracts/Legal Issues**
- A. Brendan McNamara said an Executive Session is not needed.
12. **Adjourn**
- A. **MOTION by Scott Baitz and seconded by Bruce Schmidt to adjourn. Motion passed unanimously.**
  - B. Meeting adjourned at 5:47 p.m.

Respectfully submitted,

Lisha Klaiber

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Bob Brandt, Chairman

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Bruce Schmidt

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Scott Baitz

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Shannon Stark

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Louie Gabranski