

**TOWN OF LUDLOW
BOARD OF CEMETERY COMMISSIONERS**

REGULAR MEETING

Wednesday August 16, 2017

Board Members Present:

Herb Van Guilder	Marty Nitka
Lou Gabranski	Brett Sanderson

Board Members Absent:

Dave Harlow

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 Dave Harlow, 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 July 19, 2017.
B. Lou Gabranski pointed out that on, page 1, Board Members Present, should read Gabranski.
C. Lou Gabranski pointed out that on page 1, item, 3C should read seconded by Lou Gabranski.
D. Lou Gabranski pointed out that on page 2, item 7A, should read "...there are two parts."
E. Lou Gabranski pointed out that on page 3, item 12A should read "...said he would like the board to reconsider..."
F. Lou Gabranski pointed out that on page 4, Signatures, one Marty Nitka should be Lou Gabranski.
G. **Motion by Brett Sanderson and seconded by Lou Gabranski to approve the minutes of July 19, 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 he would like to receive the reports in the packets when mailed out to the commissioners.
B. Report accepted by the chair as presented.

6. Report of the Grounds Supervisor (Interim)

- A. Lou Gabranski said he thought the board had discussed that the reports should have breakdowns of time spent on individual tasks.
B. Herb Van Guilder said they are supposed to. He noted that he is surprised that the Grounds Supervisor, Interim does not like the new mower.
C. Report accepted by the chair as presented.

7. Continue Discussion of Upper Bank

- A. Herb Van Guilder said that nothing is in bloom now and the bank looked better last month when flowers were in bloom. He said that there were several people who contributed flowers to make the bank look good. He doesn't want to just grass over the bank. That would not be showing respect to everyone who contributed. It looked good. The lower bank looks terrible and we don't

do anything there. We should keep it trimmed. He would like to keep the upper bank with plants as it is.

- B. Frank Heald said he would like to do selective planting there and trim the lower bank. The plan for the area included Rosa Rugosa. He said that they have roots that spread out. To better stabilize the bank, you need plants with tubular roots. We'll just do some planting on the upper bank.
- C. Herb Van Guilder said they could thin out the plants by the office and put some on the bank.
- D. Frank Heald said they can also spend no more than \$2,000 to buy plants.
- E. Brett Sanderson asked about the stone wall.
- F. Frank Heald said they can fix what this there. They can bring the stones back into place. The biggest stone is only about 10" and they just need to move a few. A stone wall person could do it easily. They need river stone.
- G. Herb Van Guilder noted that the board consensus is to leave the upper bank as it is and add some flowers and shrubs.

8. **New Business**

- A. Marty Nitka said that the son of a woman, Mrs. Dever, who had worked for him, had a son who moved to Florida. The son's wife passed away and is buried here.
- B. Frank Heald said that he is aware of the situation and would prefer not to discuss it in open session. He would prefer to discuss it in Executive Session.
- C. Herb Van Guilder said it would be discussed in Executive Session.

9. **Other Business**

- A. Frank Heald advised that Al Cavoto had passed away. He was a former chair of the Commission as well as helping at the transfer station and with traffic control. Frank Heald said he ordered flowers from the Cemetery Commission and from the Town. His funeral is Saturday.
- B. Frank Heald advised that the bucket can lift 1,000 pounds and if they need more, the town does have equipment that will do it. He added that it should be delivered soon.

10. **Sign Warrant Orders**

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

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

- A. An Executive session is needed
- B. **MOTION by Marty Nitka and seconded by Brett Sanderson that in accordance with the provisions of 1VSA §313 (1) (B), he moves that the Ludlow Cemetery Commission enter into Executive Session to consider an issue about which the premature public knowledge of this issue would place the Town and Village of Ludlow at a substantial disadvantage. This motion for executive session includes the members present and the Municipal Manager. Motion passed unanimously.**
- C. Board entered into Executive Session at 4:19 p.m.
- D. Board exited Executive Session at 4:30 p.m. No action taken

12. **Set Date for Next Meeting**

- A. Next regular meeting will be on September 20, 2017 at 4:00 p.m.

13. **Adjourn**

- A. **Motion by Brett Sanderson and seconded by Lou Gabranski to adjourn. Motion passed unanimously.**
- B. Meeting was adjourned at 4:40 p.m.

Herbert VanGuilder, Chairman

Marty Nitka

Marty Nitka

Brett Sanderson

Dave Harlow