

**TOWN OF LUDLOW  
BOARD OF CEMETERY COMMISSIONERDS**

**REGULAR MEETING**

**Wednesday June 19, 2013**

**Board Members Present:**

Herb VanGuilder  
Lou Gabranski

Nataile Gruber  
John Paige

Brett Sanderson

**Others Present:**

Jean Morrill

**1. Call to Order**

A. Meeting was called to order by Chairman, Herbert VanGuilder at 6:00 p.m.

**2. Approve Minutes**

A. Herbert VanGuilder advised that the minutes to be approved were from May 15, 2013.

B. **MOTION by Brett Sanderson and seconded by Nataile Gruber to approve the minutes from May 15, 2013 as presented. Motion passed unanimously.**

**3. Comments from Citizens**

A. Power Washing of Monuments

- i. Jean Morrill advised that she had heard that, at some point last year, the Commission had purchased a power washer. She had gone to Josh Adams to see if she could sign up to get stones washed. He never got back to her. She said that she had seen him last week and he said the washer was out for repair. She asked if the Commission would be offering that service, or should she find someone else to do it and could they recommend someone to do it. She would like to use the Commission services if possible.
- ii. Herb Van Guilder said that they had purchased a washer used it twice and it broke. They took it up to the dealer in Rutland for repairs and it has been over one month and the needed parts are still not in. He said that both he and the Sexton are very disappointed. He continued, saying that the Sexton is working up a program for the costs to power wash various types and sizes of monuments. They are checking with other cemeteries on their programs. The Commission is looking toward a program like this to keep staff employed and as a fund raiser.
- iii. Jean Morrill asked when they would have the pricing and how it would be distributed.
- iv. Herb Van Guilder said that he had hoped to have that for this meeting, but the Sexton has had some serious family health issues and is not up to speed. He said that he will get answers to Jean Morrill before the next board meeting.

- v. Jean Morrill said it is a good idea for a fund raiser.
- vi. Herb Van Guilder noted that Jean Morrill is very active in the community and that the main flag station is in place and as soon as possible, the others will be in place. He expressed this board's appreciation for the help received from the Auxiliary and Legion.

#### 4. Old Business

##### A. Flowers

- i. John Paige advised that he had not seen the billing for the flowers and if it has not arrived at the office, he will go to the flower shop and get the invoice.

##### B. Surveys

- i. Lou Gabranski asked if the survey had been completed.
- ii. Herbert VanGuilder said no. The only portion that has been surveyed is the part involved with the situation with Okemo. Temporary posts with ribbons were put up on the property lines. That portion is done, the paperwork showing where the lines are is done and the agreement between the Cemetery Commission and CNL has been drafted. Herb Van Guilder met with Frank Heald and he was very helpful. The agreement was presented to Okemo and he has not heard back from them. As chair of this board, I suggested to CNL that they may want to donate the ½ acre to the Cemetery and if that would not be possible, I asked what it would cost for us to purchase the piece. Ted Reeves is presenting the paperwork to CNL. Herb Van Guilder said that he spoke to Frank Heald again this week. Ted Reeves assured Herb Van Guilder that the not to worry about this, but not to bury anyone up there.
- iii. Lou Gabranski asked if CNL was aware that the Commission thought they owned that piece.
- iv. Herb Van Guilder said that the paperwork does not say that. We are no longer dealing with Tim and Diane Mueller as they sold to CNL. We are hoping that CNL sees the benefit of a tax write-off if they donate the land. We do need that property.
- v. Lou Gabranski asked about the pipe and water in the person's cellar.
- vi. Herb Van Guilder said that he is not sure of the status. Brett Sanderson and Herb Van Guilder reviewed it last year. Frank Heald settled on behalf of the town. Frank Heald told Herb Van Guilder that the need to keep the ditch area clean, but Herb Van Guilder said there is no ditch there. The culvert to the High Street catch basin is there. Loran Greenslet flagged the culvert and it is about 3 feet from the peoples' house and goes down their driveway. He said that the Cemetery may own part of the driveway.
- vii. John Paige said that when a survey is done in the Village, the results differ depending on the starting point. You need to check the deeds.
- viii. Herb Van Guilder said that, at the last meeting, he suggested to have the whole property surveyed and have it all recorded in the town.
- ix. John Paige said that all parties (abutters) need to sign off.
  - x. Herb Van Guilder said that he had told the surveyor, that when he had the time to start surveying the rest of the property. We have been invoiced for the Okemo section; the plot in question and where we should own are on it.
- xi. Lou Gabranski asked who did the survey.
- xii. Brett Sanderson said Steve Mungeon.

## 5. New Business

### A. Sexton's Report

- i. Herbert VanGuilder said staff sold one single lot and 1 3-grave lot. He said that he was happy that the 3-grave lot was sold to the Gauthier/Blodgett family as they have, in the past disapproved the Cemetery budget. There were only 28 sites left, and they sold more today. There was 1 funeral and 8 cremations. Four more are scheduled. All 32 flower pots have been correctly placed. Two water lines have been repairs on the lower level and they may still have more to repair. All equipment is in proper working order and has received specified maintenance. The South Hill Cemetery was cleaned up by the LES 6<sup>th</sup> grade class with staff assistance. Staff is mowing and trimming. We have 2 people on staff.

### B. Cement Mixers

- i. Lou Gabranski said he was up there last week and saw a commercial cement mixer up there doing footings. He said that he thought they mixed by hand.
- ii. Herb Van Guilder said that Austin Memorial was there last week to put in 3 foundations. The Commission has a small, old-type mixer. He added that more of the funeral homes are starting to use our services. We have good pricing.

### C. Staff

- i. Herbert VanGuilder said that they may have a new part time employee starting next week. His name is Mark Tremblay and he has a good resume. The Sexton is happy with him. He was interviewed today and would start at \$10/hour. If all works out well, we would consider an increase later on.
- ii. Lou Gabranski asked if he is local.
- iii. Herb Van Guilder said yes. He takes care of some of the Vermont state roadside, landscaping the banks. He has quite an impressive resume.
- iv. Lou Gabranski asked his age.
- v. Herb Van Guilder said about 50. He has filled out all of the paperwork and is anxious to start. He loves the look of the cemetery. He comes from Massachusetts originally. Josh Adams called the references and they were all good. We had not advertised the position, but he came in and offered his services. Josh Adams will meet again with him tomorrow (6/20.) I recommend we hire him.
- vi. Lou Gabranski asked about a former employee.
- vii. Herb Van Guilder suggested that any discussions pertaining to employees be held in Executive Session.
- viii. John Paige suggested that the commission leave things as they are and did not think an Executive Session was needed.
- ix. Herb Van Guilder said there would be no further discussion on that. He said that they are doing well with 2 employees and the cemetery looks good. Unfortunately, they have not been able to get the project list on line and if hired, Mr. Tremblay can get started on them. He said that they had hoped to get the Vermont, Fire Department, and POW flags up before Memorial Day, but were not able to. He said that they have received many nice comments from locals who have been here 20+ years.
- x. Current work involves mowing, trimming, interments and helping people sell lots.

### D. Chairs and Tents

- i. Herbert VanGuilder advised that at their last meeting, they had approved purchase of chairs for funerals. He was at Job Lot and got a nice bargain. He received a Senior Discount of 30% and the chairs came to a little over \$5 each and the tents were \$60.

Board members will see invoices for reimbursement to Herb Van Guilder for these. He has submitted all proper documents for this.

- ii. John Paige asked who decides who gets to use them.
- iii. Herb Van Guilder said Josh Adams. He added that there is one coming up and the family does not want to use them. We have already gotten positive comments about them. It is nice, especially for older people, to be able to sit. There is a table there that the Van Guilder family donated and there was an urn cloth that we had made and also donated, but that has disappeared.

**6. Set Date for Next Meeting**

- A. The next meeting will be on July 17, 2013.

**7. Adjourn**

- A. **MOTION by John Paige and seconded by Nataile Gruber to adjourn this meeting. Motion passed unanimously.**
- B. Meeting adjourned at 6:34 p.m.

Respectfully submitted,

Lisha Klaiber

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Herbert VanGuilder, Chairman

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John Paige

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Lou Gabranski

\_\_\_\_\_  
Brett Sanderson

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Nataile Gruber