

MINUTES OF CEMETERY COMMISSION SPECIAL MEETING
August 31, 2016

The meeting was called to order by Vice Chairman Sanderson at 1:15 p.m. Present were Commissioners Sanderson, Gabranski and Nitka.

Nitka was appointed acting secretary to take minutes.

By consensus it was decided that the only item on the agenda that would be discussed was item #2, "Review of Proposal from Municipal Manager".

The written proposal from the municipal manager dated August 19, 2016 was distributed and reviewed by the commissioners.

Gabranski questioned what the role of the commissioners would be if the proposal was accepted. Sanderson responded that the commissioners would continue to make policy and would also review and approve any budget submitted by the municipal manager.

By general consensus it was decided that the proposal, if accepted, would take effect immediately upon approval by the Town and the Cemetery Commissioners; and that it could be terminated by either party on 30 days' notice.

Additional changes were approved by consensus of the commissioners:

- a. Section of "General Obligations should be revised to indicate that the cemetery would be open from May until the day after Veterans' Day, from 8:00 a.m. to sunset, weather permitting.
- b. Section 2 of "reporting responsibilities should refer to "Inside Manger", rather than "Sexton" to make this consistent with the policies of the cemetery.
- c. Under both paragraphs under "Budget" the word "proposed" be inserted before "budget".

It was decided that the Vice Chair would pass these proposed changes on to the Town Manager; and, if the changes were agreeable to the Town, a special meeting of the Commission would be called as soon as practicable for the commission to act on the proposal and to execute the same.

On motion made and seconded, the meeting was adjourned at 2:20 p.m.

Martin Nitka, Acting Secretary