



**TOWN OF GROVELAND
CEMETERY COMMISSION**

RIVERVIEW CEMETERY
161 Main Street
Groveland, Massachusetts 01834

TOWN OF GROVELAND
2015 JUN -14 PM 3:09
TOWN CLERK
RECEIVED/POSTED

Minutes – May 6, 2015 Meeting

Commissioners Present: Robert Guptill, Debra Stewart, William Arakelian

AGENDA ITEMS

The meeting opened at 4:30 p.m.

1. Meeting Minutes

Motion made by Deb Stewart and seconded by Bill Arakelian to accept the minutes of the April 24, 2015 meeting. Vote unanimous.

2. Cemetery Commission Reorganization

Motion made by Deb Stewart and seconded by Bill Arakelian to elect Bob Guptill as chairman. Vote unanimous

Motion made by Deb Stewart and seconded by Bill Arakelian to elect Bob Guptill as secretary. Vote unanimous.

3. Headstone Conservation

Jonathan Appell completed his headstone restoration work on April 28-30. Everyone is pleased with the amount of headstones that were restored, especially in the burying ground section. Tim Ladd was present for two full days and is a primary reason why so much was completed. A letter expressing the Commission's appreciation will be sent to him by the Chairman.

4. Tree Service Contract

The two-days of work performed by Steve's Tree Service was less than was expected. One of the large maple trees was cut down, four other trees in the cemetery were cut down, and a few trees along Alice Ave. were removed. A different tree service company will be located to perform future tree work.

5. Cemetery Entrance Restoration

The CPA cemetery entrance restoration article was passed at Town Meeting. Bob Guptill will contact CME Associates Inc. to see when the RFP work can begin.

6. Part-time Labor Job Description

The part-time labor job description and job posting were reviewed. No changes were made. Three part-time workers will be hired at \$10/hour for 19 hours a week. The job will be posted and filled as soon as possible.

7. Trial Court Community Service

Deb Stewart reported that she is waiting for a call tomorrow from the program about when they will start work. Next Tuesday, May 12, 2015 is the ideal date for them to work.

8. Boston Computer Scanning Presentation

Tomorrow, May 7, 2015 is the scheduled date for this cemetery software presentation. The presentation will be at 4:30 p.m. in Denise' office.

9. Flower Planting

Deb Stewart reported that the date for planting flowers in the cemetery is Sunday, May 17, 2015 from 12 to 3:00 p.m.

10. Preservation Plan Presentation

The date for the public presentation of the Preservation Plan was set for Wednesday, May 20, 2015 in the Town Hall meeting room. However, Martha Lyon has a conflict for that date and would like to reschedule it for June 9th or 10th. Bob Guptill will follow up on the date change.

11. Next Meeting

The Commission decided to hold a regularly scheduled meeting each month. The 2nd Thursday of the month was decided as the day. The next meeting will be June 11th.

12. Adjournment

The meeting was adjourned at 6:05.

Respectively Submitted,



Robert Guptill
Secretary