



# TOWN OF GROVELAND CEMETERY COMMISSION

RIVERVIEW CEMETERY  
161 Main Street  
Groveland, Massachusetts 01834

## Minutes – January 7, 2016 Meeting

Commissioners Present: Robert Guptill, Debra Stewart, Rock Dower, Frank Bryan

### AGENDA ITEMS

The meeting opened at 4:20 p.m.

#### 1. Meeting Minutes

No meeting minutes were available for approval.

#### 2. Cemetery Superintendent Report

##### 2.1 Lot Request Report:

Lot N-87: No action taken.

Lot 776: No action taken.

#### 3. Cemetery Commissioner Concerns

**3.1 Flag Policy:** It was decided to have the American Legion place the US flags in the cemetery the week before Memorial Day and for the cemetery to remove them the week after July 4th. The American Legion will place the same US flags in the cemetery the week before Veteran's Day and take them down the following week.

**4. Winter Preparations:** Frank has placed most of the snow stakes in the cemetery.

**5. Cemetery Budget:** The proposed budget for the Cemetery Department was reviewed. The budget package included a cover letter from the Cemetery Commission stating significant changes and new initiatives, a mission statement, cemetery department goals, detail budget worksheet, a salary and wage summary, and a table containing revenue for FY2015. A proposal to create a senior grounds keeper position at a higher wage to do headstone conservation was decided to be unnecessary. It was decided to keep the one grounds keeper position and to not indicate how many part time grounds keepers would be hired. The number will depend on the needs of the cemetery, the amount of funds appropriated, and the availability of workers. Motion made by Deb and seconded by Rock to approve the budget. Vote unanimous.

**6. Next Meeting.** Next meeting scheduled for January 21, 2016 at 4:15 p.m.

#### 7. Adjournment

Motion made by Deb Stewart and seconded by Bob Guptill to adjourn the meeting at 6:00 p.m. Vote unanimous.

Respectively Submitted,

Robert Guptill  
Secretary

TOWN OF GROVELAND  
2016 FEB - 2 PM 12: 50  
TOWN CLERK  
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