



TOWN OF GROVELAND CEMETERY COMMISSION

RIVERVIEW CEMETERY
161 Main Street
Groveland, Massachusetts 01834

Minutes – October 8, 2015 Meeting

Commissioners Present: Robert Guptill, Debra Stewart

AGENDA ITEMS

The meeting opened at 4:25 p.m.

1. Meeting Minutes

Motion made by Deb Stewart to table acceptance of previous minutes until the next meeting.

2. Financial Report

Reviewed the financial report from the Town Accountant. The part time wages budget has been overspent. Motion made by Deb Stewart and seconded by Bob Guptill to suspend part time employment until fall cleanup. Unanimous.

3. Cemetery Superintendent Report

3.1 Lot Request Report: Frank and Bob will meet to complete the report for CY15.

Lot N-87: Motion made by Deb Stewart and seconded by Bob Guptill to send a certified and first class mail letter to Jordan Lighthall to contact the Chairman of the Cemetery Commission regarding the burial of his father in Lot N-87. Unanimous.

Lot 776: Approval to remove ornaments on Lot 776, except for an angel was communicated to Bob Guptill by the lot owner. Motion made by Deb Stewart to deny request to leave the large angel because it is made of plastic and is not in conformance with cemetery rules. Seconded by Bob Guptill. Unanimous.

3.2 Burial Report: Frank will further update this report. Bob and Frank will meet to review the information. Deb will convert the Microsoft Word table report to an Excel spreadsheet.

3.3 Burial and Services Report: Bob and Frank will meet to review information provided by the Town Accountant and fill in any holes using cemetery records. Deb will convert the Microsoft Word table report to an Excel spreadsheet.

3.4 Work Order Report: No action.

3.5 Other: None.

4. Aggregate Storage: Motion made by Deb Stewart and seconded by Bob Guptill to accept the bid of \$250 to modify the front fence of the aggregate storage area. Unanimous.

5. Cemetery Commissioner Concerns

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TOWN OF GROVELAND

5.1 Telephone: Still waiting for Verizon Wireless to get back to Town about cell phone plan options.

5.2 Road Commissioner Request: Bob Arakelian acknowledged receipt of letter and chipping the three brush piles has been completed.

5.3 Hearse House: Deb working on getting the Hearse House on to the National Register of Historic Places. Will have draft for next meeting.

5.4 Bench on Poplar Ave.: Bench is in garage being fixed.

5.5 Capital Plan: The top capital Perpetual Care projects are (1) Tree Work, (2) General Lawn Care, (3) Gravestone Preservation. The top Sale of Lots project is Reclaim land behind Woodland Ave.

5.6 Fee Schedule: Deb handed out a revised draft fee schedule for the cemetery. Commissioners will review it and bring changes to next meeting.

5.7 Equipment/Tool Needs: Bill is working on a listing of the tools and equipment that are needed for the staff to use in the cemetery.

5.8 Clear Land Behind Woodland Ave.: Mark McCabe has been contacted to do work. Wants land to be cleared marked so that he knows where it is.

6. Tree Service: Three tree service companies have been contacted to provide estimates. Waiting for proposals.

7. Drainage Plan Status: CME will begin work shortly. Needs Groveland Electric Department to mark location of buried electrical lines.

8. Cemetery Software: No action taken.

9. Restoration Plan Review: No action taken.

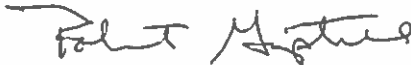
10. Next Meeting

Motion made by Deb Stewart and seconded by Bob Guptill to have the next meeting on November 12th at 4:15 p.m. Vote unanimous.

11. Adjournment

Motion made by Deb Stewart and seconded by Bob Guptill to adjourn the meeting at 5:47 p.m.. Vote unanimous.

Respectively Submitted,



Robert Guptill
Secretary