



TOWN OF GROVELAND CEMETERY COMMISSION

RIVERVIEW CEMETERY
183 Main Street
Groveland, Massachusetts 01834

Minutes – November 11, 2016 Meeting

Commissioners Present: Robert Guptill, Rock Dower

AGENDA ITEMS

Meeting was opened at 4:45 p.m.

1. Meeting Minutes

No meeting minutes were approved.

2. Cemetery Superintendent Report

2.1 Lot Request Report:

Bob Guptill reported that the bugs in the deed software have been resolved. Many new deeds and deed transfers can now be printed and sent via certified mail to deed owners.

2.2 Burial Report: A few names in last quarter of year have not been entered.

2.3 Sale of Lots and Services Report: No action taken.

2.4 Work Order Report: No action taken.

2.5 Maintenance Schedule: Water has been turned off.

2.6 Other: No action taken.

3. Cemetery Commissioner Concerns

3.1 FY17 Budget Status: Part-time help continues to be a problem. Neither of the part-time workers want to continue to work.

3.2 FY18 Budget Request:

3.3 FY18 Capital Improvement Request: Purchase of a fire proof file will be requested through the Capital Improvement Committee..

3.4 FY18 Community Preservation Request: No action taken.

3.5 Action Plan:

- Stump removal proposal was received from Valley Tree Service for \$95 an hour. Motion made by Rock Dower and seconded by Bob Guptill to contract with Valley Tree Service for four hours of stump removal. Vote unanimous.
- Motion made by Rock Dower and seconded by Bob Guptill to declare the trailer as surplus and to send a letter to the Board of Selectmen for disposal. Vote unanimous.
- Rock reported that the Gator has arrived from the factory and is at the distributor having an extension added to its bed.

3.6 Looking Ahead: No action taken.

3.7 Other:

- Tomorrow is the last day to register for the Massachusetts Cemetery Association Fall meeting.
- Bob Guptill announced that he will not be running for re-election in the spring.

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4. Next Meeting

It was decided to have the next meeting on December 8, 2016 at 4:30 p.m.

5. Adjournment

Meeting adjourned at 5:40.

Respectively Submitted,

A handwritten signature in black ink, appearing to read "Robert V. Guptill". The signature is written in a cursive style with a large, sweeping initial 'R'.

Robert Guptill
Secretary