



# TOWN OF GROVELAND CEMETERY COMMISSION

RIVERVIEW CEMETERY  
161 Main Street  
Groveland, Massachusetts 01834

## Minutes – June 30, 2016 Meeting

**Commissioners Present:** Robert Guptill, Rock Dower

### AGENDA ITEMS

Meeting was opened at 4:25 p.m.

#### 1. Meeting Minutes

Approval of the minutes for the June 22 meeting was tabled until commissioners could read them.

#### 2. Cemetery Superintendent Report

##### 2.1 Lot Request Report:

Lot N-87: No action taken.

Lot 776: No action taken.

##### 2.2 Burial Report: No action taken.

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

2.4 Work Order Report: No action taken.

2.5 Maintenance Schedule: No action taken.

2.6 Other: No action taken.

#### 3. Cemetery Commissioner Concerns

##### 3.1 FY16 Budget Status:

- All invoices and FY16 budget actions were completed and were within our budget.

3.2 FY17 Budget Request: No action taken.

3.3 FY17 Capital Improvement Request: No action taken.

3.4 Action Plan: Attached with changes.

- Item 1-7. It was confirmed by Bob in a discussion with Dick Briscoe that the septic tank does have a leaching field that runs down the road away from the office
- A letter contract to CD Masonry is in the works to award the contract.

3.5 Looking Ahead: No action taken.

3.6 Other:

- Rock Dower pointed out that Frank has the only garage door opener to the right garage and there is no way to open the door. He recommended that the cemetery buy a second opener for this garage door and that it be left in the office.

#### 4. Flag Request

No action taken.

#### 5. Security Strategy

No action taken.

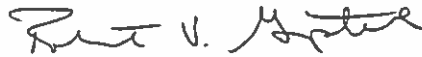
#### 6. Next Meeting

Next meeting was voted at the previous meeting for July 13, 2016.

**7. Adjournment**

Motion made by Rock Dower and seconded by Deb Stewart to adjourn the meeting at 5:24 p.m.  
Vote unanimous.

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 initial "R".

Robert Guptill  
Secretary