



TOWN OF GROVELAND

CEMETERY COMMISSION

RIVERVIEW CEMETERY
161 Main Street
Groveland, Massachusetts 01834

Minutes – July 19, 2016 Meeting

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

AGENDA ITEMS

Meeting was opened at 9:02 a.m.

1. Meeting Minutes

Motion made by Deb Stewart and seconded by Rock Dower to accept the meeting minutes for May 8, 2016. Vote Unanimous.

Motion made by Deb Stewart and seconded by Rock Dower to accept the meeting minutes for June 22, 2016. Vote Unanimous.

Motion made by Deb Stewart and seconded by Rock Dower to table the meeting minutes for July 14, 2016. Vote Unanimous.

2. Cemetery Superintendent Report

2.1 Lot Request Report:

Lot N-87: Frank will contact Acme Vault and determine the cost to disinter and reinter both a traditional and cremation burial.

Bob will locate the court order pertaining to this lot.

Motion made by Deb Stewart and seconded by Rock Dower to request Town Counsel to provide guidance on how we should proceed with the court order. Vote unanimous.

Lot 776: Frank reported that the sister has taken the angel and that the footstone has been installed. This Lot Request is closed.

Lot 1033: Mrs. Wagner has complained that her husband's headstone is leaning badly. Frank will contact Atwood to get price to fix all the leaning headstones on Redwood Ave. Bob will call Mrs. Wagner.

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: Motion made by Rock Dower and seconded by Deb Stewart to change the cemetery's flag policy. Motion made to remove all fallen flags or flags in poor condition and to move all flags on a footstone to the respective headstone. All flags will be removed after Veteran's Day. Vote Unanimous.

2.6 Other: No action taken.

3. Cemetery Commissioner Concerns

3.1 FY16 Budget Status: Fiscal year was closed with two budget transfers. This budget year is closed.

3.2 FY17 Budget Request: Guptill will talk with Denise to determine the process for reallocating the line item amounts in the FY17 budget to reflect the actuals from FY16.

3.3 FY18 Capital Improvement Request: No action taken.

3.4 Action Plan: Attached with changes.

3.5 Looking Ahead: No action taken.

3.6 Other:

4. Flag Request

No action taken.

5. Security Strategy

No action taken.

6. Next Meeting

It was decided to have the next meeting on August 11, 2016

7. Adjournment

Motion made by Deb Stewart and seconded by Rock Dower to adjourn the meeting at 11:15 a.m.
Vote unanimous.

Respectively Submitted,

A handwritten signature in black ink, appearing to read "Robert V. Guptill".

Robert Guptill
Secretary