



TOWN OF GROVELAND

CEMETERY COMMISSION

RIVERVIEW CEMETERY
161 Main Street
Groveland, Massachusetts 01834

Minutes – August 25, 2016 Meeting

Commissioners Present: Robert Guptill, Debra Stewart, Rock Dower

AGENDA ITEMS

Meeting was opened at 4:30 p.m.

1. Meeting Minutes

Motion made by Rock Dower and seconded by Deb Stewart to accept the meeting minutes for July 19, 2016. Vote Unanimous.

2. Cemetery Superintendent Report

2.1 Lot Request Report:

Lot N-87: No action taken

Lot 1033: The cemetery staff leveled this headstone and this item was closed.

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 FY17 Budget Status: Guptill talked with Denise to determine the process for reallocating the line item amounts in the FY17 budget to reflect the actuals from FY16. Reallocation can be done through Special Town Meeting vote or keep Finance Committee informed and reallocate in next year's budget.

3.2 FY18 Capital Improvement Request: No action taken.

3.3 Action Plan: Attached with changes.

Motion made by Deb Stewart and seconded by Rock Dower to spend \$1,350 from Perpetual Care Fund to have Valley Tree Service perform one day of tree removal and limb pruning on back of cemetery. Vote Unanimous.

3.4 Looking Ahead: No action taken.

3.5 Other:

4. Flag Request

No action taken.

5. Security Strategy

It was decided to close this agenda item. There have been no adverse instances that have occurred in the last few months.

6. Next Meeting

It was decided to have the next meeting on September 13, 2016 at 8:30 a.m.

7. Adjournment

Motion made by Deb Stewart and seconded by Rock Dower to adjourn the meeting. 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' and a distinct 'V'.

Robert Guptill
Secretary