

Minutes from 4/15/20 Cemetery Commission meeting
6:40 PM
Remote Access Meeting with Zoom
(Under Emergency Order for Pandemic)

Approved at the May 20, 2020 meeting

Members present: Walter Tibbetts (WT), Raymond Cusson (RC), Janice Stone (JS)

1. Review & approve minutes of 3/11/20 meeting. RC made the motion, seconded by JS to approve the minutes. All voted in favor.
2. Gravestone Repair Project RFB. The RFB did not get released by the date anticipated last month for several reasons, therefore we need to change the dates. Commission members discussed the change in dates. It is ready to go now. Work is for restoration of up to 18 gravestone monuments, depending on total costs. Also includes a class or workshop to train up to 15 people in the proper techniques for gravestone cleaning and minor repairs. The revised schedule is as follows:
Release date: 4/21/20
Bids due in 14 days: 5/5/20
Notice of Award: 5/19/20
Execute Contract/Start work: 6/1/20
End Date: 11/30/20.
WT will send final version of the entire package to members. JS made the motion to accept the revised dates. RC seconded and all voted in favor.
3. Veterans' Heritage Grant. The Accountant has received the check for \$2105. It went into the Cemetery Commission funds, but should be under Historical Commission. JS will email her to correct that.
4. Cemetery Policies and signs/Website. WT was thinking about other policies to put on website. Question whether the Commission should continue to require corner markers on plots. There are a lot of single plots in Green Burial section, and this would make it look busy and difficult to mow. RC made the motion, seconded by JS, to eliminate the requirement to install corner markers on grave sites. All voted in favor.
5. Other business not anticipated 48 hours prior to the meeting. WT contacted the new third employee to find out if he was still interested and ready. He is. Susan & Mike working on West Cemetery. There are lots of large pine limbs down. Commissioners discussed hiring a chipper to reduce the piles of branches that have come down this winter. Staff will get the wood into piles, to reduce the time and cost for the chipper. Discussion on possibly taking down some of the pine trees in Luther Henry Tomb lot that are dropping large branches and injuring grave stones. Commissioners agreed a chipper should be hired to help with the cleanup this year. Should be under \$200. WT mentioned that the Williamsburg locksmith has still not come out to complete his work, that he has already been paid for. WT will make contact again.

The West Cemetery survey is not done yet.

RC told the Commissioners that he is still stepping down from the Commission, even though his cross-country camping trip was cancelled because of COVID-19 restrictions. He has submitted his letter of resignation to the Town Clerk. He has been on the Cemetery Commission for 5 years. WT and JS told him they were sorry to see him go, and wished him well.

6. Next Meeting Date. May 7th at 1PM by Zoom, to review RFB applications
7. Adjournment at 7:15 PM. RC made the motion, seconded by JS. All in favor.

Submitted by

Janice Stone