

Minutes from 5/20/20 Cemetery Commission meeting
6:30 PM
Remote Access Meeting with Zoom
(Under Emergency Order for Pandemic)

Approved at the September 9, 2020 meeting

Members present: Walter Tibbetts (WT), Janice Stone (JS).

Visitors: Mary Jo Maffei, Leslie Luchonok

1. Review & approve minutes of 4/15/20 meeting. WT made the motion, seconded by JS to approve the minutes. All voted in favor.
2. Gravestone Repair Project. WT gave an update. The Town Administrator needed more time to complete the paperwork by the new deadlines we had determined last meeting. The earliest date for the release of the RFB will be May 11, so WT is revising the document accordingly. It will now be: release date 5/11, bids due 6/1, contract awarded 6/8, start date 6/15, and complete by 11/30/20. It will be listed in the state register and town website. Copies of the bid info will be sent to Historic Gravestone Services and Colonial Stone. Commission set the bid opening for a Zoom Meeting with the Town Administrator for June 1st at 4 PM. Commissioners then set up a Zoom meeting time and date for review of the bids for June 3rd at 1 PM.
3. Ideas on replacement for Ray Cusson. Mary Jo asked whether RC was still on the Commission. WT responded no, he resigned in April, and the Commission is hoping to find someone to be appointed to complete his term. WT's position is up for re-election this year, but it is too late to add a slot to replace RC for the election. The Selectboard can appoint an interested person to the Commission.
4. Veterans' Heritage Grant. JS is trying to reach Steve Shumway, the likely painter for the War Memorial repainting.
5. Cemetery Policies and signs/Website. Commissioners questioning if RC ordered the signs before he left. WT will check with RC.
6. New Hire Groundskeeper. WT reported the new hire started work last week. His primary job will be Locks Pond and Pratt Corner cemeteries. His name is Linus Miriam, from New Salem. He has a pickup so can bring the equipment to the two cemeteries himself. He cleaned Pratt Corner yesterday, just needs mowing. WT will go to Locks Pond to re-establish borders. When WT started this last year, he found some gravestones in what is now woods.
7. Spring cleanup. WT removed the piles of branches to the back of the West Cemetery himself with the bobcat, did not hire a chipper. Susan and Mike will be ready by Friday. All will be ready for Memorial Day.
8. Other business not anticipated 48 hours prior to the meeting. WT mentioned that he emailed the Williamsburg Locksmith about his obligation to complete the lock job at the winter tomb across the road. Work already paid for.

9. Ideas on replacement for Ray Cusson. WT and JS asked Mary Jo and Leslie if they were interested in filling RC's spot on the Commission. Both said they could not make that commitment right now, although they appreciate the Commission's work. WT will work on advertising to fill the position. If Mary Jo or Leslie know someone who might be interested, let WT know. Leslie asked about the idea that the Commission expand to more than 3 members, to help with the work. WT said they had thought about increasing to 5 members, but would have to check with the Town Administrator about how that could be done. There was discussion about whether the Commission could find one or three more members in a small town. JS will check about putting an announcement on Next Door for the position.
10. Green Burials. WT mentioned that there have been two green burials so far in the West Cemetery, and more lots have been sold. Andy Fairfield was the first. WT had to revise the form for the Green Burials.
11. Next Meeting Dates. June 1st at 3:45 PM by Zoom, for bid opening at 4PM. June 3rd at 1 PM by Zoom to review bids.
12. Adjournment at 7:25 PM. JS made the motion, seconded by WT. All in favor.

Submitted by
Janice Stone