

Minutes from 11/17/21 Cemetery Commission
6:00 PM

Remote Access Meeting with Zoom
(Under Emergency Order for Pandemic)
Approved 12/15/21

Members present: Walter Tibbetts (WT), Susan Millinger (SM), Dina Stander (DS).
Meeting called to order at 6:05

1. Postponement of Consideration of Minutes of September 29 meeting. It was unanimously agreed to hold consideration of the minutes of the September meeting until the meeting on December 15.
2. Proposed Cemetery regulations. The main business of the November meeting was development of an expanded version of the existing cemetery regulations. SM had drafted a proposed expansion of the existing regulations, adding a number of regulations from other towns which meet Shutesbury's needs. In the discussion, a number of changes were made in this document. The attached draft Cemetery Regulations contain the results of the discussion. The members decided that, as revised in this meeting, the document seems satisfactory.
3. The following minutes reflect additional comments made and questions asked in reviewing the draft.
 - a) WT indicated that there is an existing form for the transfer of plots.
 - b) DS will draw up for the December meeting: a simple but all-encompassing Guidelines for Family-Directed Funerals and a separate version of these Guidelines for the website.
 - c) What is the charge was for digging a grave for cremation remains? 12/15/21
 - d) Do we need to require vaults for any burials? WT said he would look into this. Vaults have both pros and cons.
4. Cemetery Survey Follow-up. WT has submitted the paperwork to pay for the Cemetery Survey. The pins are in place. The next steps are to measure from the pins, compare the resulting measurements with the existing map, and make any changes needed to the map and to the existing roads. The pins have been placed in the middle of the roads; they should be moved to the side. WT described what he sees as the best plan: to place pieces of pipe with washers level to the ground; these would be out of the way of mowers and pedestrians.
5. Lot sales. WT reported that several lots have been sold, including one in the natural burial section to a couple from Florence. Given that we have accepted a new regulation that lots can only be sold to people with connections to Shutesbury, this should be the last sale to someone without such a connection. WT will let the other Commission members know when he sells a lot so all can be familiar with the process in case the Chair is not available.
6. Unanticipated items. DT plans to attend a meeting in Sturbridge
7. of the New England Cemetery Management Association. She asked if the Commission would be willing to reimburse her for one day's registration; a New Hampshire cemetery she works with is paying for a second day's registration. A motion was made, seconded and passed by a unanimous roll call vote to reimburse DT \$60 for one day's registration. She was reminded that she will need an invoice to document the expense.

8. Date for next meeting: Wednesday, December 15 at 6 p.m.
9. Expected business of the meeting includes
 10. The possible purchase of a back-pack leaf-blower or another way to rake leaves (with a reminder that the Hearse House, where equipment is kept, has limited space.)
 11. Making a list of small projects,
 12. Annual Report for FY21
13. Adjournment at 7:42 p.m. A motion to adjourn was made, seconded, and unanimously approved by roll call vote.

Submitted by

Susan Millinger

Cemetery Commission secretary

