

Minutes of 11/15/2023 Cemetery Commission
6:00 PM
Hybrid Meeting with Zoom
(Under Emergency Order for Pandemic)
Minutes Approved at the Meeting of January 23, 2024

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

- 1) Minutes of the October 18, 2023 meeting. Motion to approve these minutes was made, seconded and the motion was unanimously passed by a roll call vote.
- 2) New Sales and Burials
 - a. No new sales.
 - b. Marilyn Tibbetts was buried on 11/08. There was a suggestion by DS, approved by all, to record the Commission's deep appreciation of Marilyn Tibbetts's role on the Cemetery Commission for many years.
- 3) Hiring of new Groundskeepers:
 - a. WT sent a memo to the Town Administrator requesting the revised job description be put on the agenda of the Personnel Committee at the first opportunity: in December if there isn't space on the agenda in November. The Commission realizes that the Personnel Committee is very busy.
 - b. The Commission would like the advertisement of the position(s) ready to be sent out in the spring.
 - c. The Commission doesn't yet know the salary range for the positions.
- 4) On ground-penetrating radar:
 - a. DS asked WT if he would reach out to Bob Perry to set up a day and time while the ground is still snow-free so we can all see the lots in question.
 - b. WT needs the older copy of the map of the cemetery to point out where the lots are to Perry and the Commission.
- 5) Gravestone at Pratt Corner Road Cemetery:
 - a. The owner of the plot lives on Pratt Corner Road in Leverett. The family wants to place a natural stone on their parents' grave. WT will meet them on Saturday, Nov. 18 to figure out where the stone should go.

- 6) Items not anticipated 48 hours prior to the meeting: None
- 7) Date and time for the Next Meeting: **January 17, 2024** at 6 p.m.
- 8) Adjournment: *A motion to adjourn was made, seconded, and unanimously approved in a roll call vote.* The meeting was adjourned at 6:21 p.m.

Submitted by
Susan Millinger,
Cemetery Commission secretary