

Minutes of 5/15/2024 Cemetery Commission Meeting
Approved at the Meeting of June 19, 2024

Members present: Walter Tibbetts (WT), Dina Stander (DS) and Susan Millinger (SM).

The Meeting was called to order at 6:15 p.m.

1) Minutes of the March 20, 2024 meeting: Motion to approve these minutes was made, seconded and unanimously passed by a roll call vote.

2) New burials and lot sales:

a. One lot was sold; the purchaser bought it for a relative; she plans to be buried in the next plot.

b.1 In April 19, Jana Rivera was buried. She had chosen a plot near forsythia which had grown so much that WT had to cut some of it out, which he moved to a strip between old and new sections. WT said that others whose graves are covered by the forsythia may want to have it cut way back. Their input will be needed in deciding what to do about the bush.

b.2 A cremation burial in a family lot has been scheduled for June 23.

3) The New Groundskeeper, Carl Louder has been given all the required forms, but has yet to give them to WT. He's already getting used to the equipment and the West Cemetery grounds.

4) Update on ground penetrating radar and mapping project: Bob Perry sent in his proposal for a three-stage project. WT explained the three projects and their costs. The total cost (for all three projects) is \$13,750, less the \$500 paid for his initial visit:

total: \$13,250. (The \$500 can only be applied to the mapping project

a. Project#1 Ground-penetrating radar of South Section (unmarked) :1 day on site plus (\$325) travel = \$2,325

b. Project #2 Digital Mapping of Old North Sections: 1 or 1 ½ days site time plus 20 hours map drafting plus travel time and possible overnight accommodation= \$4,175
Note: we have no map of this area.

c. Project #3 Southwest Section: 2 days site time plus 35 hours map drafting plus travel time plus overnight accommodation if needed= \$7,250.

d. The Commission discussed its resources:

1.\$ 368 in expense account

2. \$3,000 from Friends of the Historical Society gift: to be used for mapping the Old North Section, for which we currently have no map.

3. \$11,764.99 in the expendable trust fund

Remembering that as of July 1, we will have \$16,000 from the Town for FY25 expenses

A motion is made, seconded, and approved by a roll call vote to spend \$13,250 from available resources, including taking \$7,250 from the expendable trust fund and leaving \$4,175 there.

5) Letter to State Legislature supporting bills H.2193 and S.1339. SM has not yet contacted Rep. Natalie Blais about H.2913, and Sen, Jacob Olivera about S.1339, to show our support, and ask wh for this work she was paen the best time is to write the Committee in support of the two bills.

6) Gravestone Repair: Ta'Mara Conde has already restored 13 gravestones; for this portion of the project she was paid \$ 6,800.00 from the grant we received.

7) Supplies and Equipment Purchased/ Still Needed:

\$518.24 remains unused in cemetery expenses:

Recent expense: \$159.20 for renewal of our Zoom account (\$149.90 without tax: WT will absorb the \$9.30 tax.)

Leaving \$368.34 unspent in cemetery expenses account.

WT wants to buy supplies needed for the equipment: a set of blades, an oil filter, two new 5-gallon gas cans, stringline for the trimmer, among other things.

A motion to use what's left in the expenses account to buy needed supplies was made, seconded and unanimously approved in a roll call vote.

8) A public record request had been made for all Commission recordings from April 2021 to the present. The Commission has access to all its recordings since we got our own Zoom account. Earlier recordings were made in the Fire Department, and accessing them is more challenging. However, the Commission learned that no Massachusetts law requires that recordings of meetings be preserved.

9) No Unfinished business. But WT informed us about a development involving the Unwin family lot. This is a very large lot with room for 12-16 graves; only 6-7 plots have been used. A family member inquired about a plot there for a cremains burial. Although the person currently lives in Greenfield, she has family in Shutesbury and at one time did live here. The regulations concerning who may buy a plot are not relevant here, anyway, because she would be buried in an existing family lot. The inquirer requires correspondence in writing about this for future use, in case needed.

10) Date and time for the Next Meeting: June 19 at 6 p.m.

11) Adjournment: *A motion to adjourn was made, seconded, and unanimously approved in a roll call vote.* The meeting was adjourned at 7:05 p.m.

Submitted by
Susan Millinger,
Cemetery Commission secretary