

RIVERVIEW CEMETERY COMMISSION

MINUTES JANUARY 12, 2018

TOWN OF GROVELAND

2018 APR 23 AM 10:34

TOWN CLERK
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Commissioners Present: Debra Stewart, Michael Kastrinelis, Rock Dower

Others Present:

Call to Order: at 17:35 by Chairperson Stewart

A motion by D. Stewart and 2nd by M. Kastrinelis was made to accept the minutes of Dec. 11, 2017 as emailed to the Commissioners—Vote was Unanimous; 3-0

2. Discussion of temporary hiring of Bob Polizzoti. He has indicated to Rock Dower that he is willing to stay on in the part-time position.

Cremation Policy: After the first freeze the remains will be stored in the office safe until the first thaw or May 1st. A motion by M Kastrinelis and a 2nd by D. Stewart to accept this policy was made. Vote was Unanimous 3-0

3. Discussion of hiring a part-time Superintendent; hiring a part-time clerk; and will the Cemetery go to a DPW? It was decided to increase the wage line in the full time worker budget to \$50,000. This will help pay for added Superintendent and/or clerk. Also increase the present part-time worker to \$15.00 per hour.

4. The Chair talked with Jim Thornton of Acme Vault. He is willing to help the Commissioners with some of the paper work.

5. Future goals will be getting job descriptions for all hires. The need to get smaller binders for the fire proof cabinet.

6. Billis property-nothing. The Planning Board is meeting with them on 1-23-2018

7. Discussed the hiring process.

2.

Jan. 12, 2018

8. Capital Improvements: New mower replacement. Purchase of a Cyclone Rake to help with the leaf pick up.

9. Commissioner Concerns: Water line freezing at the Cemetery Building. How do we take care of the building; does it come under the umbrella of a Town owned building? The Pontem software is only on the Finance Director's computer at the moment. The Commission needs to get started on learning the system. A motion by R. Dower and 2nd by M. Kastrinelis to purchase a notebook for use with the Pontem system not to exceed \$500.00—Vote Unanimous 3-0

Nest Meeting- Feb. 1, 2018

Motion to Adjourn was made at 18:54—Vote Unanimous

Respectfully Submitted,

Rock Dower, Clerk