

RIVERVIEW CEMETERY COMMISSION

MINUTES-MAY 9, 2017

TOWN OF GROVELAND

2017 JUN 29 PM 12: 57

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

Others Present: Bob Guptill, Frank Bryan, Superintendent

Meeting was opened at 4:30 p.m.

Motion by Rock Dower, 2nd by Mike Kastrinelis to appoint Debra Stewart as Chairwoman for the Commission. Vote was Unanimous.

Motion by Deb Stewart, 2nd by Mike Kastrinelis to appoint Rock Dower as Clerk. Vote was Unanimous.

Motion by Rock Dower, 2nd by Deb Stewart to appoint Bob Guptill as a Special Advisor to the Commission, Vote was Unanimous.

1. Meeting Minutes:

Motion by Deb Stewart, 2nd by Rock Dower accept the minutes of April 27 meeting with corrections being made to names under the action plan. Vote 2-0 with Mike Kastrinelis abstaining as he was not a on the Commission at that time.

2. Cemetery Superintendent Report:

2.1 Lot Request Report: The Tuttle lot has been corrected.

2.2 Burial Report:

2.3 Sale of Lots and Services Report: Still needs to be updated

2.4 Work Order Report: Reviewed the Work Order

2.5 Maintenance Schedule: The Dylox needs to be applied in the undeveloped section. Mulch and mow the area for the slice seeding, on the front lawn on both sides of the entrance. Repair all water lines.

2.6 Other: Part-time help 3 applications were received for the position; Ryan Cotton, Patrick Jensen and Neil Roy. A discussion was held on the candidates. A motion by Rock Dower, 2nd by Mike Kastrinelis to appoint

2.

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Cotton and Jensen on the recommendation of Superintendent Bryan to the part-time positions. The vote was unanimous.

3. Cemetery Commissioner Concerns:

3.1 FY17 Budget Status: Keeping track of the account for the part-time help

3.2 FY 18 Budget Request: No action taken

3.3 FY17 Community Preservation Request:

3.4 FY18 Community Preservation Request: Bob Guptill is working with Pontem Co. on the computer software

3.5 Action Plan: The need to get estimate from Valley Tree Service to complete the tree work on the West side and the North side. 3 bids are needed for the restoration of the Old Burying Ground. There is \$8,000 left for work on the entrance to the cemetery. Ideas—new signs, work to be done around the flag pole- add areas for Service Flags?

3.6 Looking Ahead: Reviewed report

3.7 Other: No action

4. Next Meeting: Motion to have the next meeting May 18, 2017 at 4:30 p.m. Vote unanimous.

5. Adjournment: Motion to adjourn was made at 6:00 p.m. Vote unanimous.

Respectively Submitted,


Rock Dower, Clerk