

# RIVERVIEW CEMETERY COMMISSION

## MINUTES—JULY 10, 2017

**Commissioners Present:** Debra Stewart, Rock Dower, Mike Kastrinelis

**Others Present:** Bob Guptill, Special Advisor to the Commission

Meeting called to order at the Town Hall at 17:30 by Chairperson Stewart.

A motion by M. Kastrinelis and 2<sup>nd</sup> by D. Stewart to accept the minutes of May 18, June 6, and June 12. Vote was Unanimous.

An email was received from Finance Director Dembkoski informing the Commission that Ryan Cotton has been working too many hours by State Law that part-time workers can only work 19 ½ hours per week.

There is a broken water line in the Cemetery and F. Bryan is repairing it. He is also repairing the 2 broken lawn mowers.

Billis property: It has come to the attention of the Board that there is a possibility that “Cluster Housing” may be in the works for the property. The Commission feels that the Town Counsel, Engineering and the Planning Board should all be on board regarding this new development.

The Commissioners discussed the idea of adding more money to the 2019 budget for the hiring of clerical help.

Regarding a deed transfer on the Mitchell lot, D. Stewart has talked with the family on the legal procedures that have to be done to transfer the deed and the Cemetery charge of \$ 25.00.

TOWN CLERK

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TOWN OF GROVELAND

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The Commission needs to have a meeting with Frank Bryan to go over operating procedures for the Cemetery.

CME Engineering will need to coordinate with the Billis group on the drainage study.

A motion by D. Stewart and 2<sup>nd</sup> by M. Kastrinelis to accept the Finance Director's offer to be the point of contact for the vendor, Pontem regarding the software and related equipment. Related equipment should include the computer, fire resistant cabinet and to purchase the equipment as outlined by the CPA Committee, Vote—Unanimous.

Dave Tuttle offered to have some of the veterans help pulling out the flags in the fall.

The war grave markers need to be pulled and redone. Bob Guptill will take the lead on this.

**Old Burying Ground:** The Town voted \$48,000 for the restoration work to be done. The Finance Director wants to go out to bid on this.

Fannin-Lehner Co. gave a proposal back on Jan. 3, 2017. Bob Guptill will get 2 more proposals.

**Guptill Agenda:** Cemetery Entrance Restoration; The contractor lost his proposal. The Finance Director has sent out the proposal again. Frank Bryan will need to order more sand and gravel, 3 yards of each. Bob ordered 3 old style granite posts to be installed on the east side of the cemetery. Frank will have to go to Wakefield to pick them up, as to have them delivered is too costly.

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A price is needed to install a fire damper in the air discharge system of the heating system.

D. Stewart will order more D-2 headstone cleaner.

Headstone restoration; Jonathan Appell the restorer we use is very busy at this time. B. Guptill has made a list of the 40 worst that have to be repaired. He will put a red flag on those headstones to mark them.

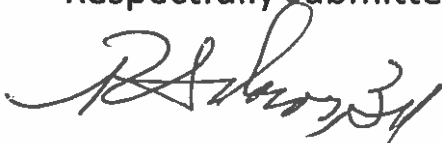
Jordan Lighthall wants a footstone for Randall Lighthall. He will have to contact F. Bryan to get the particulars.

Received some complaints that more loam is needed in a lot of areas of the cemetery.

The mowing was not completed for the July 4 holiday, partly due to the fact the Cemetery needs more help than is budgeted for. The lack of help is very severe. The Commissioners will have to come up with a plan to remedy this situation.

A motion and 2<sup>nd</sup> to adjourn was made at 18:55

Respectfully submitted:



Rock Dower, Clerk