



SPRING GROVE CEMETERY TRUSTEES MINUTES April 14, 2015

Present: Jack Bigelow, Sandra Dearborn, William Canane, Richard Amsterdam, Robert Goodwin; Trustees

Also Present: Paul Sanborn, Superintendent of Parks, Grounds, Forestry and Cemetery, and Marc Fournier, Deputy Director of DPW, Highway Superintendent.

Meeting called to order at 6:03 PM

Introduction of Robert Goodwin

- Jack introduced Robert Goodwin to the Trustees and others in attendance.

Entrance Sign

- Marc started a brief discussion of the entrance sign at Spring Grove Cemetery. Jack explained that he had obtained a quote for a new sign, but that he felt it was expensive, given the quality of the materials it would be made of.

Previous Minutes

- Minutes Sandra motioned to accept the October 21st meeting minutes. William seconded. Minutes were approved with no changes. Sandra motioned to accept the March 3rd meeting minutes, William seconded. Minutes were approved with no changes.

Financials

- Monthly revenue and perpetual care reports were distributed for review and discussion. Jack explained the sale and repurchase of lots to Robert.

Staff Report

- Paul Sanborn discussed how cemetery operations were handled, including burials, during the past winter. Even with extremely high snow totals this past year, the cemetery operations continued and burials were conducted. Bill commended Paul for the efforts of him and the cemetery staff in keeping operations running smoothly during the harsh winter. Sandra added that having the third cemetery laborer on staff this winter made a difference and that this illustrates the importance of having a permanent third laborer. This led to a brief discussion of staffing levels. Paul mentioned that at one time in the past there had been four staff members at the cemetery. Marc agreed that a third laborer would be very helpful to the operation.
- Granite markers: There was a brief discussion of moving some of the granite posts that mark the Veterans section of the cemetery.

New Business

- P&F meeting about cemetery operations: Marc gave the Trustees a briefing about a meeting with P&F staff regarding cemetery operations. Discussed at that meeting were planned improvements to the office space at the cemetery intended to make it a more serene meeting space for families to meet with the cemetery staff, improving the entrance area and installing a privacy fence to screen the work shop area.
- Watering cans: Sandra brought a sample watering can that she would like to purchase in quantity to put at each watering post in the cemetery. After searching many nurseries for a watering can with a good design for ease of use by the visitors, she found one at Ann &

Hope in Danvers. Marc expressed an interest in supporting our local businesses. He will bring the sample can to Andover Hardware to ask if they can supply the same type for a similar price.

- May walk-through: The Trustees discussed meeting at the cemetery in May for a walk-through prior to Memorial Day. A date and time of May 15th at 4:00pm was chosen for the May walk-through. Paul Sanborn will bring white turf paint to this walk-through to use in marking new sites for the granite posts.

Meeting adjourned at 6:55pm.

Next meeting: Friday, May 15 at 4:00pm at the Cemetery. Please note the earlier start time.