



SPRING GROVE CEMETERY TRUSTEES
MINUTES May 15, 2015

Present: Jack Bigelow, Sandra Dearborn, William Canane, Robert Goodwin

Also present: Paul Sanborn, Superintendent of Parks & Grounds, Forestry and Marc Fournier, Deputy Director of Public Works

The meeting commenced at 4pm in front of the shop buildings.

Summary of the site walk at Spring Grove Cemetery:

- The meeting commenced in front of the Parks & Grounds and Cemetery shop at 4pm and began with a walk-through of the shops. Building improvements, including painting in the office areas have been done to improve the space and make it more visitor-friendly. Topics that came up during the tour of the buildings included the Town Yard, the continued desire of the Trustees to move the Parks & Grounds division out of the cemetery, the storage container next to the shops building.
- Marc told the Trustees that a fence was being ordered to enclose the area beside the shop and a general cleanup of the area is being undertaken.
- The Trustees asked that the missing section signs be replaced. The sign marking Section B in the front of the cemetery is missing as well as the sign marking a section in the back of the cemetery. Marc will ask the Cemetery Working Foreman to check on all section signs and to replace any that are missing.
- Lawn areas were discussed, along with the challenges of weed control in the cemetery.
- The desire to replace the sign at the entrance to the cemetery was discussed. Jack has obtained a quote from an area vendor. He will send that quote to Marc.
- The historic railroad bed was discussed: safety concerns, aesthetics, mosquitoes, snow melt, leaf deposits, all are taken into consideration in the decision that the railroad bed should be drained. Marc and Paul will inform the staff that leaves cannot be dumped in this area, and Marc will contact engineering for assistance with a plan to keep water from filling the bed.
- Barrels in the cemetery: There was discussion about the enclosures that hold the waste barrels. Many are faded or missing altogether. The question came up as to whether they should be removed. The holders can make emptying the barrels more difficult. No decision was made about removing them. Marc and Paul will be checking with the Highway department to see if additional barrels may be available to be brought to the cemetery.
- New hoses and watering cans: New watering cans and hoses have been installed at watering posts throughout the cemetery. It was agreed that the hoses are a bit short to allow for easy filling of the watering cans. Marc will look into getting longer hose sections. It was noted that the spigot at Section H was broken and needs to be repaired or replaced.
- Storage building along Abbot Street: As the building had not been intended to be on the cemetery premises as a permanent structure, the Trustees continue to request that it be removed. It is, however, being fully utilized for equipment storage. At the walk-through it was decided that it would be improved with the following: new paint, a fence to surround

the storage container, and removal of all refuse and building/construction materials including surplus curbing and snow fencing on the premises around the building.

- Development of new sections in the cemetery:
 - The Trustees would like to be consulted before new sections are mapped out for the cemetery. They would like to provide input on layout, including which direction the monuments would face in new sections.
 - Veterans section markers. The Trustees want to move the granite posts as requested. Bill and Sandra will stake out the new locations on Saturday, May 16th.
 - The Trustees want the Cemetery Working Foreman to discontinue any further development of the new Section S until the granite markers have been moved to the agreed upon locations.

- Catch basins: It was noticed that a couple catch basins in the areas near the shop buildings were full. Marc will contact the Highway division to assess and remedy.

- Mailbox at the shop buildings. Marc would like to have a mailbox attached to the Parks & Grounds building near the entrance door.

The Cemetery Walk completed at approximately 5:15pm.

Next Meeting: Tuesday, June 9, 2015 at 6:00pm in the Plant & Facilities Conference Room.