



## **SPRING GROVE CEMETERY TRUSTEES MINUTES October 20, 2015**

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

Also Present: Paul Sanborn, Supt. of Parks, Grounds, Forestry & Cemetery, Marc Fournier, Deputy Director of Public Works, Highway Superintendent and Jeffrey Cary, GIS Coordinator, Town of Andover

Jack called the meeting to order at 6:30 PM

### **Update of GIS Public Facing Site**

- The meeting started with a brief update of the Public Facing GIS site which is still in production by our Town GIS Coordinator, Jeffrey Cary. New color coding on lots, including a key to show which lots are available, which are occupied, and which are Veterans, were shown to the Trustees and meeting attendees.
- Once complete, the Trustees would like to add the web address to the Public Facing GIS site to the new Spring Grove Cemetery sign.
- It was decided that it would be helpful to have one of the Trustees be a point person for the GIS project. The Trustees agreed that Gail Ralston would be a great fit for that project.

### **Previous Minutes**

- The September minutes were reviewed. Sandra moved to accept the minutes, Bill seconded the motion. The vote was unanimous in approval of the September minutes with no changes.

### **Andover Townsman**

- Jack announced that Gail had written an article about Spring Grove Cemetery that was scheduled to appear in Thursday's issue of the Andover Townsman.

### **Dogs at the cemetery:**

- Jack suggested the possibility of putting an article in the Townsman about the consideration of banning dogs at the cemetery. Jack had been told that a public meeting was advised for the purposes of open discussion and public input on the issue. Further discussion ensued on the topic. Sandra would like to know precisely what the process is to move forward. Marc suggested she speak with the Town Manager's office for information on how to proceed.
- Sandra suggested the possibility of mentioning the dog park on the sign as a way to guide people there rather than the cemetery.
- Sandra distributed a print out of the sign from Elmwood Cemetery in Haverhill, MA that contained what she felt was tasteful language to inform visitors that dogs are not allowed in that cemetery. She voiced her opinion, and the other Trustees agreed, that the tone of the wording should be pleasant.

## **Financials**

- September financials were distributed and discussed, which included a brief discussion of funds available for use of cemetery improvements.
- Marc mentioned some items that he feels would be a good use of the funds.
- The Trustees requested that the MGL section dealing with use of Perpetual Care funds be sent to them for review.
- Robert asked about the cemetery budget process for improvements. Marc told the Trustees that \$20,000 was in the budget for paving and drainage work.
- The question of adding granite curbing along cemetery roadsides came up but Marc told the Trustees that it is not cost effective.

## **Benches at gravesites:**

- Benches at gravesites: Bill noticed at least two lots at the cemetery that have both a headstone and a bench at the gravesite. One of the sites is in the newly developed section "S". Bill will take photos for further discussion at a future meeting.

## **Staff Report**

- Marc told the Trustees that brush is no longer being left/stored on cemetery grounds. Sandra asked about the pile of leaves, brush and other materials that have been left "up in back" of the cemetery. Marc replied that he had instructed the staff not to dump anything up there.
- Paul told the Trustees that the staff has been working on removing the leaves and that the pumpkins would be removed after Halloween.

Meeting adjourned at 7:36pm

Next Meeting: Walk-through on Saturday, October 31st at 8:00am.