



## SPRING GROVE CEMETERY TRUSTEES MINUTES January 12, 2016

Present: Jack Bigelow, Robert Goodwin, Gail Ralston

Also Present: Marc Fournier, Deputy Director of Public Works/Highway Superintendent

Jack called the meeting to order at 6:38 PM

### Previous Minutes

- The minutes of the October 20<sup>th</sup> meeting and the October 31<sup>st</sup> Cemetery Walk-through were distributed and reviewed. Gail moved to accept the minutes, Robert seconded the motion. The vote was unanimous in approval of both sets of minutes.

### Financials

- November and December financials were distributed and reviewed.

### Cemetery GIS update

- The new cemetery GIS site, being developed by Andover GIS Coordinator, Jeffrey Cary, in cooperation with the Department of Municipal Services, is near completion. It is believed the site will be ready to go online by the end of January.
- Jack commented that it appeared there were quite a few lots already developed in the new Section "S". He stated that perhaps the remaining lots in sections "S" and "V20" should be laid out for Trustee approval before further development. Marc recommended having Dan Verrington, the Working Foreman, draft a layout of those sections, as well as the next area to be cleared and developed, for the Trustees to review and possibly vote on at the next meeting.

### Staff Report

- Jack thought he saw some trees that appeared to be marked for removal in the cemetery. He asked Marc if this was the case. Marc explained that there are some dead trees in the cemetery, and that those should be removed, but that there are others that just need to be pruned.
- The prospect of reaching out to local tree care companies was discussed, as was the possibility of the cemetery tree work being done in conjunction with Arbor Day, with some of the work being done by volunteers or donated by arborists. Jack will draft a letter for review by the Trustees and Municipal Services to this end.
- Robert asked Marc if the Town could compliment this effort, were it to happen. Marc agreed that our staff and trucks could be a part of it. Marc agreed to reach out to the Massachusetts Arborists Association in regard to this idea.
- Catch basins: Marc told the Trustees that a new catch basin has been installed on the lower road along Abbot Street. This will alleviate the issue of water that had collected in that area of the cemetery. Jack asked about the catch basins near the office and shops space. Marc

answered that some of them are being cleaned on a scheduled basis. He mentioned that one of them has a broken clay pipe that collapsed and therefor failed.

- Robert asked about signage that had been added to the buildings as mentioned at a previous meeting. Marc explained that the signage was done to help direct visitors to the Cemetery Offices and was done professionally. The Trustees appreciated the explanation.
- Robert brought up the subject of benches as a follow up to a previous meeting. At the Cemetery walk-through of October 31<sup>st</sup> the Trustees found there not to be an issue with the benches that are present at the cemetery.
- The issue of trash barrels at the cemetery was raised. Marc recommended that the Trustees come to the next meeting with ideas for trash receptacles to discuss.

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

- The topic of dogs in the cemetery has been ongoing. At this meeting, Jack expressed that he did not see dogs as being an issue. The Trustees in attendance agreed, but all in attendance also agreed that they cannot be allowed to run free.
- Robert asked Marc if the staff has voiced an opinion about the issue of dogs in the cemetery. The staff has not discussed the matter with Marc, nor raised the issue to Becky, the recording secretary, who works in the Municipal Services Department.
- Gail mentioned that a dog walkers group of approximately 6 individuals has been “policing” the issue by calling the Animal Control Officer when they observe dogs off the leash. In addition, the dog walkers group indicated to Gail that they would be willing to work with the Trustees on the issue.
- Jack mentioned that he believed there would be a Citizen’s Petition brought to Town Meeting, but he did not elaborate.
- Robert expressed the desire to have the main entrance sign state very clearly that dogs must be leashed and that this is strictly enforced.
- Gail suggested posting a sign at all entrances on days when a funeral is to take place indicating that there are services in the cemetery that day and that dogs are not allowed in the cemetery between the hours of “x” and “y”.
- Gail mentioned that she had asked staff at West Parish Cemetery, where the signage indicates that dogs are not allowed, if they enforce the issue. She was told they do not unless the dogs are not on a leash.
- Robert suggested posting temporary signs, such as the type used by individuals running for office during election times, which state that dogs must be leashed and remain on the road at all times. The Trustees agreed that this would be worth doing, and agreed that temporarily signs should be posted at each entrance stating: “Please .... Dogs must be leashed at all times”. Marc told the Trustees that we will research where to get the signs and would hope to have them posted before the next meeting.

Meeting adjourned at 7:45pm

Next Meeting: Tuesday night, February 9<sup>th</sup> at 6:30pm in the P&F Conference Room.