

SPRING GROVE CEMETERY TRUSTEES MINUTES April 12, 2016



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

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

Jack called the meeting to order at 6:30 PM

Minutes

Sandra motioned to accept the minutes of the October 31st Cemetery Walk-through. Bill seconded the motion. Vote to approve was unanimous.

The minutes of March 8, 2016 were discussed. Sandra motioned to accept the minutes of the March meeting. Gail seconded the motion. Vote to approve was unanimous.

Financials

Financials through February 2016 were distributed and discussed.

New Business

Becky DelRosso notified Jack and Sandra by email on March 9th, that she would no longer be the recording secretary for the cemetery trustees meetings due to personal reasons.

Sandra asked Marc for an update on the status of the recording secretary for the cemetery trustees. Marc informed the trustees that there were 3 in-house applicants for the position of recording secretary and they were in the process of interviewing them.

Sandra asked Marc if Becky would still be the contact person for all other cemetery issues. Marc stated that Becky is still in charge of all cemetery issues such as financials, deeds, updating GIS, etc.

Jack told the trustees that one person had submitted a town talent bank form for application as a cemetery trustee. Sandra asked if there was an opening. Jack told the trustees that Robert Goodwin had resigned his position as a trustee.

Marc mentioned that there were 4 burials on Friday and that one person was buried with non-payment. We discussed the Andover Home for the Aged People (AHAP) lot and noted that this would have been an option for this burial. Sandra asked Paul to remind Danny that these lots are available if this situation comes up again.

Sandra will follow up at the May AHAP meeting about sending a letter to the local funeral directors making them aware of these lots for elderly Andover residents in need.

Marc showed the trustees the most recent map with the plan for the next lots for sale. The trustees agreed to look this section over at their walk-through in May. The trustees will also look at 4 lots next to the Veterans section and decide if they should be part of the veterans section or remain for sale.

Staff report

Paul told the trustees that on April 10, 2016 Mike Burke along with the Boy Scouts replaced all of the flags on the veteran's graves.

Repairs were made from all of the plow damage. There was more plow damage this year since the ground never froze. Loaming and seeding was also done.

Sunken graves that settled over the winter have been filled and seeded.

It has been very windy and a lot of sticks and branches have been cleaned up.

Mowing will begin the last week of April.

The water will be turned on mid May and watering cans will be put out.

Trash barrel replacement was discussed. Marc suggested that we should look at a company called MAX-R. He would also like us to be sure we choose barrels that are heavy enough they won't blow away. Sandra reminded the trustees had previously talked about asking the vocational school if they could make some of the metal containers. Marc did not think that would be cost effective and again suggested we call MAX-R. Sandra asked Paul what he thought the workers in the cemetery would like the best. Marc stated that he thought they would want the type that opens on the side so they would not have to lift the barrels out. The trustees agreed that they would look at other barrels and containers. Marc suggested that a recycling barrel be placed somewhere near the main entrance. The trustees discussed the cost of these and how much money was in our maintenance account to cover this. Bill suggested that we purchase just 10 of the 30 we will need this year and then the rest in future years. This would give us a chance to be sure it is what we want before we purchase all 30.

Paul told the trustees they will begin weed/crabgrass control at the end of May or beginning of June.

Jack noted that the new drain for the old railroad bed was not completely draining the water. Marc said it was much better but he would check to see if anything else could be done.

Sandra mentioned the pipe in the road near section S that was noted in the October walk-through. Marc and Paul said they would look at it.

Bill asked about the 4 large trailers that are now being parked along Abbott Street. Marc said they are for the large mowers. Sandra asked about all of the new equipment that is being parked down there on the weekends including a large yellow truck. Marc said he wasn't sure.

A discussion followed regarding the parks department still be located at the cemetery. Sandra suggested she could draft another letter to the selectman regarding this issue. The trustees agreed this would be a good time to remind the selectman again of this issue since the new town yard proposal is on the warrant for town meeting.

Sandra asked Marc if he knew how much money was being transferred at town meeting this year to the cemetery maintenance account from the perpetual care interest. He did not know the amount but suggested we go online to the warrant to find out. Sandra will follow up with this information. (last year it was \$6000)

Marc then told the trustees that we should discuss the new sign and an update on the flower fund. Sandra asked if the staff report was complete and told Marc these items were on the agenda under other business.

Marc said he will discuss which roads will be paved this year with the trustees during their upcoming walk-through in May.

Other Business

Follow up on the Flower Fund- Sandra told the trustees she received information from David Reilly the town treasurer, regarding the flower fund. The information included the current balance in the fund (\$33,010.62 at the end of January 2016) and a list of all graves for flower placement. Sandra told the trustees that the balance in the account remains approximately the same with only the interest being used to fund the cost of the flowers. It was agreed that the trustees will ask for an annual update on the Flower Fund going forward.

Follow up on the National Historic Register- Gail said she spoke to Jim Batcheldor from the Historical Society. He told her he was not sure why Spring Grove Cemetery was not included on the list the town has of National Historic Registered places but he will be sure it gets added.

Gail also mentioned that she is continuing to research some ideas for the trustees walking tour of the cemetery.

The trustees agreed they will discuss the new sign at the next meeting.

Jack told the trustees that he will be stepping down as Chair and made a motion to nominate Sandra as the new Chair. Bill seconded the motion. Vote for Sandra as the new Chair was unanimous.

Jack moved to adjourn the meeting. Bill seconded. All voted in favor.
The meeting adjourned at 7:50 PM

The next meeting is scheduled for a walk-through at the cemetery on May 20, 2016 at 3:30 PM