

Cemetery Commission Meeting Minutes Final
Thursday, Feb. 10, 2022 @ 10am
Zoom Meeting ID # 93330845382

Those in attendance:

Sally Cook, Judie Flanders, Laurisa Rich, Susan Murphy, Kara Shemeth

Meeting called to order at 10:00 am

A. Approval of Minutes - Minutes from 1-6-22 were approved unanimously with minor corrections

B. Administrator's report -

- 1. New Plot Application: Polishook** We voted unanimously to approve.
- 2. Veterans Affairs-** Susan and Judie collected the 2021 flags- approximately 150 are in need of replacement.

C. Superintendent's report -

- 1. New fencing update and progress** - Steve Jaffe has postponed project to the last week in Feb. due to soggiess of soil. Kara reports an abutter inquired re new fencing. Susan will contact the abutter.
- 2. Maintenance Projects** - As the cemetery shed is in need of repair, Judie will write to the Select Board to inquire if AHC shed is considered a Town building and be put under the purview of future Town Custodian(?).
- 3. Burials** - 2 casket burials were held in January.
- 4. Snow** - For the first time in recent memory, a heavy snowfall occurred before a burial and plowing was needed for plot preparation and public access. Susan contacted the Highway Dept who declined due to unfamiliarity with the unmarked Avenues so she contracted with the previous Superintendent who was experienced and available. We discussed Town's liability, billing process, adding funds for plowing to future budgets and erecting marker poles early in the season.

D. Select Board approval of Cremation Fee increase was approved on 2-1-22. Susan will be traveling this Spring and will arrange a replacement if a cremation burial hole is needed in her absence. We discussed payment protocols for this.

E. Setting priorities for the next 5 months (FY22 budget allowances)

1. **Fencing -**
 - North border project will begin as soon as ground firms up.
 - Surplus posts & rails will be used at the west end border of "New Section" and NWW.
 - Susan will contact the abutter on eastern boundary re their deteriorating stockade fence.
 - Determine any funds remaining 11-21 warrant article.
 - ReAHC out to "Fence Viewer" in town.
2. **AHC Mapping -** Kara will discuss w Jennifer Christy the status of her Excel map and the scope of further mapping and determine available funds left over from previous warrant. Susan will supply name of mapping company that contacted us a few years ago.
3. **Veteran's & Firefighters's Flags -** Kara will inquire further whether Cemetery funds are ultimately used to pay for flags supplied by Veterans Affairs and billed to the Town. Kara will contact the new Veteran's Agent for an updated list of Chilmark Veterans and apprise them of our need for appx 150 new flags this Spring. Who? Contact Jeremy Bradshaw, Fire Chief re: remaining tattered firefighters flags in cemetery.??
4. **Cemetery "Walk About" -** Judie will schedule one this Spring.
5. **Repair of Old Stones -** Susan will contact Alan Gowell and Kara will Contact the Edgartown CemComm re work being done there and also contact the MA Cemetery Association for recommendations.
6. **MA Cemetery Assoc -** Kara or Judie to reAHC out. Judie is currently on their email list. Their yearly meeting occurs in April. Laurisa to attend zoom meeting or Green Burial Society re Conservation Cemeteries.
7. **Re-naming Sections of AHC -** Commissioners and Susan will bring new name suggestions to March meeting . Susan suggests NWW be renamed the Kings Highway section.
8. **Record Keeping -** Judie and Kara will meet to review records held at Town Hall. Sally will turn over her Chair's files to Judie for review and discard any duplicates.
9. **Invasive species management-** Susan wishes to apply lime this Spring to problem areas of Poison Ivy and begin applying wood chips along newly brush cut fence lines to control other invasives.

10. **Gate and Shed repair and maintenance** - Susan and Commissioners will meet this Spring to clean out the shed. Judie will contact Select Board re town-owned shed at AHC.
11. **AHC roads - repair and maintenance and plowing** - Judie and Susan will determine whether the Town's Highway Dept or the Cemetery is responsible for the entrance road, parking lot and avenues.

F. Setting priorities for FY23 -

1. **Fencing** - Discuss eventual fencing of entire cemetery boundary.
2. **Road layout** in new section and it's maintenance - ongoing discussion.
3. **"Far West Wing"** Determine uses for remaining undeveloped cemetery land. Consider establishing a "scatter" area in wooded/ stoney area along South road or in FWW. Laurisa will research trends in burial/ conservation uses in cemeteries.
4. **Old Section plot availability**- Susan requested study of remaining unused spaces within existing older parts of cemetery (East)?
5. **Shed Repair** - address trim and roof shingles
6. **Signage** - Currently there are none. We need Parking signs replaced at parking lot and need for Avenue signs will be discussed further. Determine whether temporary signs are needed for funerals for directions/parking.

G. Correspondence - none

H. Topics not anticipated -

Minutes document format - We discussed how to label Documents reviewed at our meetings for ease of referencing. Including the date and subject of the email contain documents will be continued.

Next meeting scheduled - TBD

Meeting adjourned at 12 noon

Respectfully submitted,
Laurisa Rich
Secretary

Documents Reviewed at meeting: None