

Cemetery Commission Minutes - FINAL
Thursday Feb 9, 2023 @ 9am
Chilmark Town Hall, 401 Middle Road

Those in attendance: Judie Flanders, Matt Tobin, Laurisa Rich, Susan Murphy, Kara Shemeth (until 10:20)

Meeting called to order at 9:02

A. Approval of Minutes 1/12/23 - deferred to March meeting

B. Administrator report

1. **New applications** - Moore, who was approved for a 1/2 plot in Jan. '23, has requested a full plot instead. We approved this change unanimously. Kara will assign the next full plot in Kings Way Section and add an addendum explaining switch to existing lease.
2. **Correspondence** - none
3. **Bills** - Kara received the Mass Cemetery Assn membership bill for \$150. She will re-forward to Judie to sign and pay. She will also resend the Sign invoice totaling \$594.04.

C. Superintendent report

1. **Cemetery activity** - no burial activity
2. **Fall Cleanup report** - AHC is in great shape!
3. **Concerns / goals** - Susan plans to install more metal plot markers

D. Old Business

1. **Signage update** - Susan contacted Lenny Jason who advised current signage zoning bylaw only applies to businesses and not to Town property. We will proceed in posting our 8 new signs.
2. **Noman's cemetery update** - Laurisa emailed our contact at Fish & Game with our questions and have not yet had a response.
3. **CPC funding / stone restoration review** - As requested by the CPC, Judie has compiled list of numerous off-island professionals. Alan Gowell does have documentation of his certifications and experience and will submit them to us to forward to the CPC

committee and add to our files. We feel confident in his skills and prefer to use a local contractor.

4. **Budget update** - Judie and Laurisa presented our proposal to the FinComm and approval will be decided after last FinComm meeting.
5. **Annual Cemetery Report** has been submitted
6. **Review of Tom Daly conversation** - We decided not to review our May 25, 2022 Zoom meeting as a board. Laurisa will submit bullet point list of Tom's recommendations at the March meeting for addressing in the future.

E. 2023 Goals and Priorities - deferred to next meeting

F. Topics not anticipated

1. **Cemetery volunteers** - We will discuss a future volunteer clean-up day to address post winter branches and holiday decor.
2. **Susan's Spring availability** - She may require some assistance this Spring to dig cremation holes and other duties as needed. B. Chioffi will be called as a last resort. We commissioner's standby to fill-in and wish her well on her return to robust health.
3. **Kara's evaluation** - She will be leaving her post as our Admin soon. Her knowledge of municipal workings, communication, paperwork and people skills will be sorely missed. It is unclear when and how her position will be filled. We applaud her service and offer our best wishes on her future professional and personal well-being.
4. **Cremains** - We discussed the possible effects on soil ph and plant root development with future policy of unlimited cremains allowed in burial plots.

Next meeting scheduled - March 9, 2023 at 9am

Meeting adjourned at 10:49 pm

**Respectfully submitted,
Laurisa Rich, Secretary**

Documents Reviewed at meeting: none