

**Cemetery Commission Minutes**  
**Thursday, August 10, 2023 @ 9am**  
**Abel's Hill Cemetery, Chilmark**

**Meeting called to order at 9:17 am**

**Attendance: Judie Flanders, Laurisa Rich, Susan Murphy, Carolyn Stoeber**

**A. Approval of 6/15/23 Minutes - approved unanimously**

**B. Administrator report**

**1. Welcome new administrator, Carolyn Stoeber**

- **Report on orientation** - Kara spent a few hours to familiarize her on Cemetery procedures. Our records need organizing more fully and more space may be requested.
- **Questions** can be posed to Jennifer Christy our former admin
- **Minutes** - Laurisa will continue taking minutes as needed.

**2. Applications and plot leases - recent, outstanding**

- Ganz # 274 (full plot) - approved, cremains burial Sept 9th
- Rich #275 (full plot) - approved
- Kelly Trust #335 (full plot) - notification of beneficiaries pending
- Williams (1/2 plot) - Susan will offer #311
- Green Trust (Cremains 1/4 plot) #330 – approved

**3. Submission of bills - procedure**

- All bills must be approved by the Chair before Susan or Carolyn submit to the Treasurer. A line item balance is helpful.

**4. Correspondence - none**

**C. Superintendent report**

**1. Burials - recent and upcoming** - There have been 2 cremains and 1 full burial since June.

**2. Maps, updates, procedures for recording owners and plots** - Susan reviewed master cards and blue card system with Carolyn who will match cards with other material and design new card. All current maps will be uploaded to

Town website. Laurisa will contact Tisbury Cemetery Department to enquire on software they use.

**3. Update on continuing fence installation** - 3 sections of split rail are complete at the end of Beetbung Ave. We will consider adding a 4th and duplicating on each of the lanes.

**4. Maintenance concerns, specifically near plots 274 & 5** Don Sexton's fee increased by \$300 per mowing this year (now \$1800 per mow) but budget remained balanced in FY23. Susan and Don will discuss how not to exceed the "\$10,000 cap per task" rule as 6 mowings/year = \$10,800 and requires yearly bid process. His brush cutting and liming can be added to another line item.

**5. Levin's son contacted Susan re cremains burial in family plot** - He has sent change of address.

#### **D. Old Business**

**1. Gowell Historical Stone restoration** - Warren can start project soon.

**2. Stockade fence in the Founder's section** - Carolyn will research abutter's contact and make discussed edits to the draft letter for our approval. She will be the contact person of this correspondence.

**3. Review of "long term projects" from Jan 2023** - Judie gave us all the list to consider priorities before next meeting. She will contact new Veteran's agent to request a list update. Carolyn will scan and create a searchable Veteran's page on Town website.

**4. Tree Planting** - Tim Boland of PHA is happy to consult with Matt and offered to donate hardy trees from the arboretum's greenhouse. Laurisa will coordinate walkabout with Matt and Tim via email in late August.

**E. Topics not anticipated** - A deaf man contacted Susan from CA regarding MV deaf community burial sites. Judie will ask Barbara Armstrong of the Historical Commission for their info. The Chilmark Library also has extensive records and may know of burial locations. Carolyn will ultimately create a deaf graves map and update our burial cards for future inquiries.

**Next meeting scheduled - September 14, 9am**

**Meeting adjourned at 11:43 am**

**Respectfully submitted,  
Laurisa Rich, Secretary**

**Documents Reviewed at meeting:**

Laurisa email sent 8-10-23, Subject: stockade fence abutter draft 2