

Cemetery Commission Meeting Minutes FINAL
Thursday, May 13, 2021
Zoom Meeting #934 7787 3084

Those in attendance:

Sally Cook, Judie Flanders, Laurisa Rich, Jenny Christy, Kara Shemeth

Meeting called to order at 3:00 pm

Minutes from 3-18-21 - Approved as written with 1 grammatical correction

A. Commissioners' Reports:

1. **4-8-21 Cemetery survey walk** - Sally's report included below as addendum
2. **4-9-21 Mass. Cemetery Association Meeting (virtual)** - none of the commissioners were able to attend though we understand it was a 1 agenda item meeting to nominate new officers. Laurisa will follow up re mailings, and historical repair and preservation of headstones.

B. Vets flags & Memorial Day placement - Judie has sorted and inspected flags in the shed and 100+ need to be retired. Judie has separated them from the stakes we will reuse to temporarily mark plot corners. American Legion said we can burn tattered flags respectfully ourselves. Kara advised we can give them to the Boy Scouts. 100 flags are in good shape and our Veteran representative, Lenny Jason, also has flags. If Joanne Murphy has already ordered ours we will use them next year. We have offered to help Lenny with the place flags before Memorial Day.

C. FY2021 Budget Update. - we have \$8K to cover further mowings. Any unused monies will return to the Town. Jenny will print out a hardcopy of current management report - FY21 through 5-13-21.

D. Superintendent's report: Susan will give her report in June meeting.

E. Review new plot application - Candia Fischer requested that we consider her prior home ownership of 20+years in Chilmark as a qualification to lease a plot now that she has purchased a new home here. We are all inclined to approve the request but would like to see a completed application form before making a decision. Jenny has already mailed her the form.

F. Schedule for June 2021:

1. Position Evaluation Superintendent and submit payroll change

2. Greet new administrative assistant - Kara attended briefly today. We look forward to working with her!

3. Review plot application procedure and ideas for new application form - Jenny has sent us an outline of the current application procedure. In pondering changes, we will consider how a future revised application will look and read for the Town, the administrator and the commissioners. We will first focus on the procedure form dated 7/23/09 (amended 3-12 - 20) then discuss revisions to application form. Judie requests we include digital application information.

G. Topics not reasonably anticipated - none

Next meeting scheduled Thursday, June 10, 2021 at 3pm

Meeting adjourned at 4:22 pm

**Respectfully submitted,
Laurisa Rich
Secretary**

Documents Reviewed at meeting:

Sally's Report for 4/8/21 Commission walk-about at AHC

Letter Albert W. Bussink regarding the planned burials at the family's plot #290 on Bayberry Avenue

Email from Candia Fisher to Jenny Christy Dated 4-27-21

Application Procedure as amended for 3-12-2020 Cemetery Commission Meeting without redline 6

Town of Chilmark Cemetery Lease Burial Policies Proposed Revision 8-13-2020 3

Abels Hill Cemetery SURVEY WALK

led by Superintendent Susan Murphy

Scheduled April 8, 2021, 3p.m., by the Chilmark Cemetery Commission

Attendees: Superintendent Susan Murphy and Commissioners Sally Cook, Judith Flanders, Laurisa Rich

3p.m. - Starting point - the cemetery shed

Superintendent's Equipment review: wheelbarrow, new tire, and newly purchased metal detector

3:05p.m. - Walk to Near West Wing(NWW)

Survey of brush cutting done along cemetery's north boundary(west end of New Section)

Discussion(north side of NWW): location of King's Highway, surveying work contracted, split rail fence plans

Location, with metal detector, and staking of newly leased plots in NWW

4 p.m. approximately - Walk to Old Section of cemetery

Inspection of damaged split rail fencing within northwest corner

Discussion: pros and cons of repair/removal of some fencing

Review of maintenance work/cleanup done, especially in northeast area

Listing of broken/damaged stones identified by Judie Flanders

Summary: maintenance work still needed, signage questions

4:40p.m. approx. - Walk ends at shed

Postponement: water barrel set up and sorting of vets flags

Discussion: signage issues, pending shed repairs

4:43p.m. - Meeting adjourned