

**Cemetery Commission Meeting Minutes**  
Tuesday, February 8, 2024 at 9:00 AM  
Conference Room #1, Town Hall, Chilmark

Attendance:

Commissioners present: Judie Flanders (Chair), Laurisa Rich  
Other: Carolyn Stoeber (Administrator)

The meeting was called to order by Judie at 9:09am

A. New Business

- The Town Report for 2023 was reviewed and changes incorporated into a final draft. An effort was made to keep the report to one page. Carolyn will post the final version on the website as a perennial link.
- The commission will send the CPC a thank you note for the historic monument restoration funds.
- Agenda topics for the next meeting were discussed.
- Judie may attend a Massachusetts Cemetery Association conference where she will be able to ask regulatory questions and current legislation will be reviewed, including updates on aquamation and pet burials.

B. Old Business

- Carolyn will check with Tim about the capacity of the website to accommodate a MS Access database.
- Periodic scanning of the plot leases is beginning the backup archive of all the plot leases currently stored in a fireproof cabinet. The commission might contact local organizations that digitized their records to see if there is a company they recommend. Laurisa reported that the MV Museum said there is no consistency in how cemeteries organize their data. Another step to this digitization project is to determine if all the plots that have been purchased are being used and to be sure there are no mistakes in duplicating a lease for the same plot.
- Judie will assist Susan with the Veterans List.

C. Topics not anticipated by the chair

- Laurisa connected with a lease holder in the Founders section. Carolyn will research the Gilbert plot for Laurisa to contact the family with requested information.
- Laurisa has been thinking of a creative way to use the metal plaques and will bring a photo and some upcycling ideas to the March meeting.
- A few years ago, the school was interested in connecting with the cemetery for an activity. Laurisa will follow up to find out if there are current teachers interested.
- Laurisa will pursue a connection of a professional lichen remover to work with Alan Gowell on the monument restoration.

Documents reviewed: 2023 Cemetery Commission Town Report

Next meeting: February 15, 2024 at 1pm via Zoom.

The meeting was adjourned at 10:22 am.