

# Town of Lunenburg



## Cemetery Commission

Lance D. May  
Lorraine Mendoza  
G. Stephen Schaff

THE LUNENBURG CEMETERY COMMISSION MET ON MAY 25, 2016 AT THE LUNENBURG PUBLIC LIBRARY. *at 7 p.m. lm*

MEMBERS PRESENT WERE LANCE MAY, LORRAINE MENDOZA AND STEVE SCHAFF WITH TODD HOLMAN, CEMETERY SUPT., AND GUEST HISTORIAN, RICHARD MCGRATH.

MINUTES FROM SEPTEMBER 21, 2015 WERE READ AND ACCEPTED.

NO PUBLIC DISCUSSION TOOK PLACE.

UNDER OLD BUSINESS,  
THE MEETING CAME TO ORDER WITH CHAIR MAY RECOGNIZING HISTORIAN RICHARD McGRATH, WHO APPEARED BEFORE THE COMMISSION TO DISCUSS HIS PROPOSAL TO RESTORE THE NORTH STREET CEMETERY TOMB.

DURING HIS CURRENT PRESENTATION, HE OFFERED TO RESTORE THE BRICK WORK, RE-CALK AND RE-POINT THE BRICK AND GRANITE FOUNDATION, SCRAPE, PAINT, AND CALK THE WOODEN FASCIA AND BRACKETS, TRIM THE HEDGE 15' FROM THE BUILDING AND REMOVE POISON IVY.

HE STATED ALL OF THE MATERIALS AND WORK WOULD BE DONATED AND PAID FOR THRU GRANTS AND DONATIONS. THE TOTAL ESTIMATED COST TO BE \$6,000.00. \$ 9,000.00 LESS BECAUSE THE ROOF WILL BE RE-PLACED WITH, (EPDM), A RUBBER ROOF MEMBRANE WHICH HAS A 30 YEAR WARRANTY. HE WOULD SEEK A ROOFING SUB-CONTRACTER TO DO THE ROOF. *than previous estimate lm*

RICHARD STATED THAT THE LUNENBURG HISTORICAL COMMISSION VOTED TO APPROPRIATE \$500.00 TOWARDS THE PROJECT. HE FURTHER STATED THAT A BOND WAS UNNECESSARY PER HIS CONVERSATION WITH THE DPW AND INSURANCE IS UNNECESSARY BECAUSE HE IS COVERED BY THE TOWN, (INDEMNIFIED BY HIS SERVING ON A TOWN APPOINTED BOARD), AND SIGNED WAIVERS ARE ALSO NOT REQUIRED. *by volunteers (other than Richard McGrath and hist. com members) lm*  
RICHARD FURTHER STATED THAT HIS LABOR WILL BE DONATED AND THE \$6,000.00 WILL BE RAISED BY DONATIONS.

CHRMN MAY ASKED FOR A COST ESTIMATE OF MATERIALS THAT ARE NEEDED TO RESTORE THE TOMB BEFORE ANY WORK BEGINS!

A FOLLOW-UP QUESTION ON THE DOOR, HINGES AND LOCK WAS ASKED WITH RICHARD REPLYING HE WOULD INSTALL THIS ENTIRE ITEM, DOOR, HINGES AND LOCK.

CHRMN MAY REQUESTED A WRITTEN PROPOSAL WITH THE COST OF THE DOOR, HINGES, LOCKS AND ROOFING AND WANTED TO KNOW IF THE PLAN WAS TO USE PRESSURE TREATED LUMBER AND INCLUDE THE COST OF THE PAINT?

MR. MCGRATH ASKED THAT THE ROOF BE PAID FOR BY THE CEMETERY COMMISSION. IN ADDITION- HE WOULD ACT AS A SUB CONTRACTOR WHO WILL SUB OUT THE ROOFING JOB

IT WAS POINTED OUT THAT THE INSIDE OF THE TOMB WAS FINE AND NEEDED NOTHING DONE.

COMMISSIONER SCHAFF ASKED IF THE CEMETERY COMMISSION IS RESPONSIBLE FOR APPROVING THE PROJECT OR WOULD THE TOWN. THIS QUESTION WOULD BE DETERMINED AT A LATER DATE.

IT WAS POINTED OUT BY MR. MCGRATH SINCE HE WAS ON THE HISTORICAL COMMISSION -AS AN APPOINTED MEMBER BY THE SELECTMEN, HE IS NOT REQUIRED TO POST A BOND AND THAT ANY VOLUNTEERS INVOLVED WITH THIS PROJECT WILL SIGN A WAIVER ABSOLVING THEM OF ANY LIABILITY SHOULD DAMAGE INCURE TO THE BUILDING OR INJURY SUSTAINED WHILE WORKING ON THE BUILDING.

HE FURTHER STATED THE LUNENBURG HISTORICAL COMMISSION VOTED AND APPROVED THE PROJECT AND IT WILL TAKE 30 DAYS TO COMPLETE ONCE, APPROVED BY THE CEMETERY COMMISSION.

ADDITIONALLY, DISCUSSED WAS A NEED FOR A DUMPSTER AND SINCE, THE CEMETERY COMMISSION HAS ONE, IT WILL NOT BE NEEDED.

CHRMN MAY POINTED OUT THAT BOTH ACCOUNTS THE CEMETERY USES NEEDED TO BE REVIEWED TO DETERMINE THE BALANCES -AS MONEY FROM THE ACCOUNTS IS BEING SPENT ON CURRENT PROJECTS AND A YEAR ENDING BALANCE IS NEEDED TO DETERMINE WHAT MONEY IS AVAILABLE TO SPEND ON THE OLD TOMB RESTORATION -AS AN AMOUNT OF \$5,500.00 WILL BE NEEDED ACCORDING TO RICHARD TO DO THE JOB.

MR. MCGATH WAS ASKED TO ATTEND THE NEXT MEETING WITH A WRITTEN PROPOSAL THAT INCLUDED A COST BREAKDOWN FOR THE \$5,500.00.

MR. MCGRATH, ALSO BROUGHT UP HIS EFFORTS TO SURVEY THE NORTH AND SOUTH CEMETERY'S OLDEST HEAD MARKERS AND FOUND TWO DOZEN BROKEN.

HE WENT ON TO SAY THAT THE MASSACHUSETTS HISTORICAL COMMISSION HAS GRANT \$ AVAILABLE FOR RESTORATION OF THESE STONES. HE STATED THAT WITH THE ACID RAIN ATTACKING THE MARBLE STONES MAKES THEM VULNERABLE AND THE NATIONAL PARK SERVICE HAS ESTABLISHED CRITERIA FOR THEIR RESTORATION.

THE CEMETERY COMMISSION THANKED RICHARD FOR HIS TIME AND ASKED HIM TO RETURN FOR THEIR NEXT MEETING WITH THE REQUESTED COST INFORMATION.

TODD HOLMAN, SUPERINTENDENT OF CEMETERY'S DISCUSSED THE FOLLOWING:  
THE NISCH WALL AND THE FINISH OF PHASE 1 THAT FORMER SUPT GREG BINGHAM BEGAN.

*Niche*

TODD RECOMMENDED FINSHING IT IN SIMPLE MARBLE, (?), AND TO THINK ABOUT INSTALLING 4 BOXES TALL, 8 BOXES ACROSS WITH DOUBLE UNITS.

HE ALSO SAID THAT A STEP WAS NEEDED TO THE RECEIVING AREA AND WILL SEEK INFO ON OBTAINING GRANITE AND WILL PAINT THE OVERHANG AREAS.

ADDITIONALLY, TODD THOUGHT WE BUY ONE WALL OF 24 UNITS AT A TIME TO SELL TO INDIVIDUALS.

ALL AGREED THAT A BURIAL RIGHTS AGREEMENT NEEDS TO BE RESEARCHED TO DETERMINE A FEE STRUCTURE.

TREE WORK AND TRIMMING WAS DISCUSSED FOR THE NORTH CEMETERY WITH BIDS BEING AWARDED TO AFFORDABLE TREE SERVICES, M+M TREE SERVICES AND TODD BENNET TREE COMPANY. THIS WOULD COMPLETE THE TREE WORK NEEDED TO BE DONE IN THE DEFINED SECTIONS.

*lm*

DISCUSSION TOOK PLACE ON THE EXCAVATION WORK NEEDED TO FINISH OFF THE PROPOSED SECONDARY ROAD INTO THE NORTH CEMETERY.

3 BIDS WERE OBTAINED WITH THE BID BEING AWARDED TO POWEL EXCAVATING. TODD WILL FOLLOW UP W/ THE TREE COMPANIES AND POWELL EXCAVATING TO GET STARTING DATES.

TODD MENTIONED THAT THE HIGHWAY SUPT OFFERED TO PAY FOR THE HOT TOPPING OF A ROAD IN THE SOUTH CEMETERY AND HE WILL FOLLOW-UP WITH HIM ON THIS PROJECT.

TODD REPORTED THAT THE STUDENTS FROM MONTY TECH COMPLETED THE WORK ON THE BUILDING AND A THANK-YOU PARTY WAS ORGANIZED BY STEVE SCHAFF AND ATTENDED BY TODD HOLMAN, LORRAINE MENDOZA, THE STUDENTS AND DICK DEMERS, (TEACHER) ON 5-24-16.

A DEDICATION PROGRAM WAS DISCUSSED AND IT WAS DECIDED TO WAIT UNTIL LATER IN THE YEAR.

A THANK-YOU LETTER WILL BE SENT TO THE SUPT @ MONTY TECH, DR. SHEILA HARRITY.

DISCUSSION FOLLOWED ON THE TWO CEMETERY ACCOUNTS EXISTING BALANCE NOW THAT THE NISCHE PROJECT WAS COMPLETED. FURTHER INFO IS NEEDED FROM THE TOWN ACCOUNTANTS OFFICE FOR FY 16 YEAR ENDING BALANCES. CHRNM MAY TO PURSUE.

UNDER NEW BUSINESS,

TODD DISCUSSED THE PURCHASE OF NEW FLAGS AND MARKERS FOR THE VETERAN'S GRAVES AT BOTH CEMETERY'S FOR MEMORIAL DAY. THE BOY SCOUTS WILL TAKE THE OLD FLAGS AND HOLD A CEREMONY TO DESTROY THEM.

HE WILL SEEK RE-IMBURSHMENT FOR THE FLAG PURCHASES FROM THE VETERAN'S AGENT.

CHRNM MAY REQUESTED THAT A REVIEW OF THE CEMETERY RULES AND REGS NEEDS TO TAKE PLACE AND ASKED THE COMMISSIONERS TO TAKE A LOOK AT THEM.

THERE WAS NO PUBLIC COMMENT AND ON A MOTION BY STEVE SCHAFF TO ADJOURN AND SECONDED BY LORRAINE MENDOZA, THE VOTE WAS UNANIMOUS TO ADJOURN.

TIME OF ADJOURNMENT WAS 9:25 PM.

RESPECTFULLY SUBMITTED,  
LORRAINE MENDOZA, CLERK

*Lorraine Mendoza*

*These minutes were read and approved at the June 15, 2016 meeting of the Cemetery Commission*