Town of Lunenburg

Cemetery Commission
G. Stephen Schaff
Lorraine Mendoza
Lance D. May

THE LUNENBURG CEMETERY COMMISSION MET ON July 7, 2016 AT THE LUNENBURG PUBLIC LIBRARY.

MEMBERS PRESENT WERE LANCE MAY, LORRAINE MENDOZA, STEVE SCHAFF AND TODD HOLMAN, (Supt of Cemetery's).

MINUTES OF THE JUNE 15, 2016 WERE READ AND ACCEPTED

NO PUBLIC DISCUSSION TOOK PLACE.

THE MEETING CAME TO ORDER WITH CHAIR MAY OPENING THE DISCUSSION ON THE CEMETERY'S FY 2016/2017 BUDGET EXPENDITURES AND THE USE OF AVAILABLE FUNDS. STEVE SCHAFF STATED THAT HE SPOKE TO THE TOWN ACCOUNTANT, KAREN BROUCHU AND THE TOWN MNGR, KERRY LAFLEUR AND THAT A "SPECIAL TOWN MEETING" DATE WAS SET FOR AUGUST AND A WARRANT ARTICLE WAS NEEDED TO BE PLACED ONTO THE "SPECIAL TOWN MEETING WARRANT."

AFTER SOME DICUSSION, STEVE WILL FOLLOW-UP ON THE WARRANT ARTICLE AND IS PLANNING ON ATTENDING THE "SPECIAL TOWN MEETING." IT WAS POINTED OUT THAT AT THE COMMISSION'S JUNE 15 MEETING, THE COMMISSION VOTED TO PLACE ONTO THE WARRANT AN AMOUNT OF $35,000.00. THIS AMOUNT WAS TO BE TAKEN FROM THE SALE OF CEMETERY LOT'S ACCOUNT! IT WAS POINTED OUT THAT THIS WAS AN ADMINSITRATIVE TRANSFER THAT HAS BEEN DONE IN THE PAST .SO-THIS PROCEDURE COULD CONTINUE AND THE CEMETERY SHOULD BE ABLE TO CONTINUE TO OPERATE AND USE THIS FUNDING -AS NEEDED. STEVE WAS TO OBTAIN A WRITTEN LETTTER FROM THE TOWN MNGR CONCERNING THIS PROCESS.

AS A RESULT OF THIS NEWS, TODD WAS TO FOLLOW -UP ON THE BIDS FOR THE TREE WORK AND BULLDOZING WORK AND PROVIDE THE INFO FOR THE NEXT MEETING IN SEPTEMBER.

DISCUSSION ON THE NORTH CEMETERY TOMB RESTORATION WAS BRIEFLY DISCUSSED -AS CHRMN MAY POINTED OUT THAT HE HAD RECEIVED A TELEPHONE CALL MESSAGE THAT RICHARD MCGRATH WAS NO LONGER INTERESTED IN PURSUING HIS PLANS TO RESTORE THE TOMB.

A REVIEW OF THE NICHE WALL PLANS WERE DICUSSED WITH A REQUEST FOR STEVE TO ASK LEOMINSTER MONUMENTS CO TO WORK ON A PLAN OUTLINE TOWARDS ADDING THE NICHE WALL EQUIPMENT TO THE BUILDING FOR THE SEPTEMBER MEETING AND TO FOLLOW-UP WITH ADDITIONAL VENDORS BY INVITING THEM TO ATTEND ONE OF OUR FUTURE MEETINGS AND ALLOW THEM TO OFFER TO THE COMMISSION A PRESENTATION ON THEIR SUGGESTIONS IN DEVELOPING THIS WALL.

NO FURTHER DISCUSSION TOOK PLACE ON ADDING NEW CEMETERY RULES AND REGULATIONS - AS IT WAS DETERMINED THAT THIS IS AN ON-GOING MATTER AND WILL BE DISCUSSED -AS NEEDED.

TODD HOLMAN,(Supt of Cemetery's), PROVIDED HIS REPORT ON THE MAINTENANCE OF BOTH THE NORTH AND SOUTH CEMETERYS AND THE COMMISSION ASKED TODD TO BRING ALONG WITH HIM THE VOUCHERS THAT NEED TO BE APPROVED AND SIGNED BY THE COMMISSIONERS.

UNDER NEW BUSINESS THE RE-ORGANIZING OF THE COMMISSION TOOK PLACE WITH LANCE MAY NOMINATING STEVE SCHAFF FOR CHAIRMAN. LORRAINE MENDOZA OFFERED A SECOND TO THIS MOTION AND WITH-OUT FURTHER DISCUSSION A UNANIMOUS VOTE WAS TAKEN ELECTING STEVE TO BE THE NEW CHAIRMAN.

A MOTION WAS MADE BY LANCE MAY AND SECONDED BY STEVE SCHAFF NOMINATING LORRAINE MENDOZA - AS VICE CHAIRMAN AND WITH-OUT FURTHER DISCUSSION, A UNANIMOUS VOTE WAS TAKEN TO ELECT LORRAINE MENDOZA TO BE THE NEW VICE CHAIRMAN.

STEVE SCHAFF MADE A MOTION TO NOMINATE LANCE MAY -AS THE CLERK AND LORRAINE MENDOZA SECONDED HIS MOTION AND WITH-OUT FURTHER DISCUSSION, A UNANIMOUS VOTE WAS TAKEN TO ELECT LANCE MAY -AS THE NEW CLERK.

LANCE MAY THANKED THE COMMISSIONERS FOR THEIR SUPPORT DURING HIS TWO YEARS -AS CHAIRMAN. HE POINTED OUT THAT HE BECAME CHAIR DURING HIS SECOND YEAR -AS FORMER MEMBER DARRELL DEMERS WAS ILL AND COULD NOT ATTEND THE MEETINGS AND DURING HIS THIRD YEAR WAS ELECTED TO CONTINUE -AS CHAIRMAN.

CHAIRMAN SCHAFF BROUGHT FORTH A DISCUSSION ON SETTING UP A CALENDAR FOR MEETINGS. AFTER SOME DISCUSSION, IT WAS AGREED THE CEMETERY COMMISSION WOULD HOLD THEIR MEETINGS ON A QUARTERLY BASIS STARTING IN SEPTEMBER. LANCE MAY WAS TO REVEIW THE AVAILABLE MEETING DATES W/ THE LIBRARY AND REPORT BACK AT THE NEXT MEETING.

NO FURTHER BUSINESS CAME BEFORE THE COMMISSSION AND THERE WAS NO PUBLIC COMMENT. A MOTION WAS MADE BY LORRAINE MENDOZA TO CLOSE THE MEETING AND SECONDED BY LANCE MAY TO ADJOURN. THE VOTE WAS UNANIMOUS.

RESPECTFULLY SUBMITTED,
LANCE MAY.
CLERK