

Town of Lunenburg



Cemetery Commission

William Tyler, Chairman
Lorraine Mendoza, Vice-Chairman
Nancy Foss - Yasko, Clerk

Minutes
Cemetery Commission Meeting
Thursday February 14, 2019
Lunenburg DPW Building
520 Chase Rd. Lunenburg, Ma.
7:00 PM

Meeting was called to order at 7:00 PM by Chairman Tyler, other members present were Lorraine Mendoza, Vice-Chair, and Nancy Foss-Yasko, Clerk. Also present was Todd Holman, Cemetery Superintendent.

Minutes were read from meetings of January 10th and January 22nd, 2019. Upon a motion by Chairman Tyler – to accept the minutes as written, seconded by Vice-Chair Mendoza, minutes were approved unanimously.

Commissioner Chairman Tyler, and Vice-Chair Mendoza wanted to welcome Nancy Foss-Yasko – as the newest member on the Cemetery Commission Committee. Nancy was honored to be present and be part of this committee.

Old Business:

Discussion on Cemetery building and what the next steps are. Commissioner Foss-Yasko asked the question why there were not two or three bids proposed to the Cemetery Commission? Chairman Tyler explained that he thought multiple building material quotes were not necessary if it was under \$10,000 or less. How do you know if you have the best deal unless you have something to compare it with? Task was given to Chairman Tyler to meet with Lunenburg Town Manager – Heather Lemieux regarding the question to Best Practices with bids/proposals.

Discussion on Charter Review Committee- Chairman Tyler is recommending that we pull the submitted change to the Charter from the next Charter Review meeting. Chairman Tyler viewed this deed with the Town Counsel, and the land/building belongs to the Cemetery Commission. The DPW has no interest in this building, as this building is intended to store items that will only be used by the North/South Cemeteries and Todd Holman, Superintendent.

Brief discussion on Cemetery Commission Financial Sheet and what is considered as DPW's responsibility regarding maintenance at North/South and Fish Street Cemeteries.

Motion was made to remove submitted change to Charter Review Committee, regarding Town Manager control over Cemetery Building. Vice-Chair Mendoza made motion, and Commissioner Foss-Yasko seconded the motion, and with no further discussion the motion passed unanimously.

Superintendent Holman, requested that each Commissioner read the information provided that will go into the Lunenburg Town Report. Commissioners thanked Superintendent Holman for writing this article. Brief discussions on burials and cremations – there have been 18 full burials and 18 cremations at this time.

New Business:

Brief discussion on 5 year plan and what are some of the bigger projects that need to be accomplished going forward?

Chairman, Tyler explained that Caucus is on March 11, 2019. Commissioner Foss-Yasko will need to be voted on, so that she may be placed on the Town's ballot in May.

Discussion on the upgrade proposal from Ramaker & Associates – this includes the yearly expense also. Superintendent Holman believes that notes from past conversation, this charge will be split between IT and the Cemetery Commission. Chairman Tyler believes that there needs to be clarification on this proposal. Commissioner Foss-Yasko requested that IT should be thinking of consolidating the town with storing important documents to the cloud. Chairman Tyler and Vice-Chairman, Mendoza all agreed that a discussion with IT was needed regarding this matter before moving forward with the upgrade.

With no further business before the Commission, a motion was made to adjourn by Chairman, Tyler, seconded by Commissioner Foss-Yasko. With no further discussion, meeting was adjourned at 9:00 PM.

Next meeting will take place on March 7, 2019.

Respectfully submitted,

Nancy Foss-Yasko, MBA
Lunenburg Cemetery Commission, Clerk