

Meeting Minutes

Monday, August 21, 2023, 6:00 PM – 7:30 PM

In person/Hybrid meeting

Town Hall Annex

Remote:

Join Zoom Meeting <https://us02web.zoom.us/j/82157104108>

or dial +1 309 205 3325 US Meeting ID: 821 5710 4108

1. **Roll Call**; present— Judith Lorei, Mary Kay Mattiace, Jo-Ann Prescott, absent— Annie Levine and Jamie Fuller
2. **Minutes** for May approved with corrections. July minutes approved.
3. **Updates:**

A. *Highland Woods*

a. Plot sales/burial updates;

i. 11 sales since May 15, 2023

ii. 4 burials in Highland Cemetery and ~~1 in Old South~~

Cemetery.

iii. DPW will ~~finish the roadwork~~ [do the asphalt paving and fix the sinkhole on the road abutting the woods](#) at the cemetery before the end of the month. **MK** will maintain contact with them.

B. *Old South*

a. ~~Walker was able to do some clean-up on the entrance and stone wall before the funeral took place on Monday.~~ [Terramor, LLC has agreed to do the clean-up of Old South Cemetery including pruning trees, removing brush and clearing vegetation off the stone walls and .](#) He will have it completed before Labor Day.

b. Thanks to Jamie for seeking help for Old South Cemetery's upkeep!

C. **Town Cemetery**

a. Jeri reports no change.

D. **Burnham Cemetery.**

a. There is a misplaced marker. Judith and Jeri will mark the correct location and Judith will contact Negus and Taylor to place the marker in the right location. ~~Negus and Taylor will be meeting with Judith and Jeri to relocate to the correct~~ in regard to where to place it exactly.

E. **East Mineral**

a. ~~In need of having~~ The stone wall in the front of the cemetery need to be fixed. ? could we possibly do it? No action taken at this time.

4. **Sustainability planning**

a. ~~There is a need for a burial coordinator position and the BoH is interested.~~ Judith proposed the creation of a paid Burial Coordinator position has presented a 2 page document at the 8/16/23 Board of Health meeting of outlining roles and responsibilities for a proposed new Burial Coordinator position. ~~s at the~~ This paid person would be responsible for coordinating burials at Highland and Old South cemeteries including overseeing burials, coordinating with funeral directors and contractors and filing paperwork. Discussion at the meeting focused on who the position would report to and how it would be managed. The Coordinator payment would come directly from burial fees that the town is already collecting. ~~and the selling of plots.~~

II. ~~Where does the cemetery commission sit monetarily?~~

~~i. \$30,000 in our budget~~

~~ii. \$11,000.00 from last year~~

b. The other discussion item at the BoH meeting focused on a home for the Commission within the structure of town government. Currently, the Cemetery Commission is not overseen by a committee, department, or town staff person and is looking to change that. ~~We have no oversight for our town committee. We need a home.~~

c. Judith will send the list of ~~responsible tasks.~~ Burial Coordinator roles and responsibilities to the Board of Health for their review.

~~d. to be continued~~

5. Other business;

A. Kudos for Kate Savage and the Montague Reporter for the well written tribute to Mike Fleming, detailing his dedicated work for the Montague Cemeteries and introducing us to his passion with stone work.

B. **Mk and Jo-Ann** will visit Mike to see about a possibility of having him make 1 or 2 stone benches for our ~~Green space~~ in Highland Woods Cemetery.

C. **Annie** reports checking in with Laura [what is Laura's last name – we should include] about the compost/top soil needed for the gathering place in Highland Woods garden in the ~~Green burial grounds~~. We will need to purchase 2-4 yards for planting. ~~Budget money is available.~~ We still have money left in our green burial allocation. Annie will let us know about a planting date so we can activate volunteers.

D. Discussion about the signage for the Highland Woods. ~~Green space~~. There is interest in having the 2 signs match the esthetics of the entrance signs into Highland Woods. A special Town Meeting is being held

on October 10,2023 where [we will request approval for an appropriation](#) for ~~ask for money to~~ [purchase](#) for the signs. ~~Each sign will cost about \$2000.00.~~

E. **MK and Jo-Ann** will be going to the Montague wood bank to meet [wood bank volunteer](#), Walker [Korby](#) on Saturday the 26th. He will be showing us the black locust available to be cut for our log seats at Highland Woods. ~~Green space~~. He has volunteered to cut them for us.

Next Meeting. Monday, September 18, 2023 Place to be announced.

Meeting adjourned at 6:55 pm

Respectively submitted,

Jo-Ann Prescott