



Edgartown Cemetery Commission Meeting Minutes

NOVEMBER 22, 2016

JOINT MEETING WITH BOARD OF SELECTMEN
FIRST FLOOR, TOWN HALL

I. CALL TO ORDER:

Margaret called to order the meeting of the **Board of Selectmen and Cemetery Commission** at 10:00am on Tuesday, November 22, 2016, at Town Hall.

II. ROLL CALL:

The following persons were present:

Board of Selectmen: Margaret Serpa, Michael Donaroma, Arthur Smadbeck

Cemetery Commission: Andy Kelly, Susan Brown, Liz Villard.

Other: Pam Dolby, Juliet Mulinare

III. OPEN ISSUES:

1. Margaret opened the meeting by explaining its purpose: to discuss the Wasserman Report and changes to how the Cemetery Department will be organized and run. Margaret reminded those present that there have been multiple discussions about this situation but that the recommendation is to keep the present Commissioners and ask that they work with Stuart Fuller and the Highway Department to carry out the duties and responsibilities of the Cemetery Department.
2. Andy asked whether the proposed changes would be voted on at Annual Town Meeting or Special Town Meeting. Pam told him STM, otherwise the changes will not take effect until July 1st. She clarified her position by noting that there were no articles involved, the Town is simply reallocating funds where they are needed, in this case, to the Highway Department. If voters have questions about this transition, they can ask questions when it comes to approving the line items for FY18 Departmental budgets.
3. Andy questioned what would happen should the voters decide to reject this reallocation of money. Pam said that she would just amend the numbers if that's the case.
4. Andy expressed concern about the Cemetery Commission's ability to communicate effectively with the Highway Department. Margaret assured him that Stuart has proven his ability to handle the extra work by lending his assistance in the past and furthermore is prepared to handle the extra work load as he will be hiring two additional employees.
5. Liz brought up the fact that Memorial Day is the most important weekend for the Town's Cemeteries and also happens to be one of the busiest times of year for the Highway Department. Margaret agreed that this was an important point to consider.
6. Michael assured the Commissioners that Stuart is excited to be involved and will have no trouble delegating to his employees what needs to be done for the Cemeteries. Margaret added that the change will allow for better organization of Town employees and salaries.

Pam reminded everyone that this transfer of responsibilities was discussed a few years ago.

7. Liz brought up the issue of mower damage to the gravestones and how multiple operators and a lack of experience in the graveyards could conceivably lead to more Town-owned equipment related damage. Susan emphasized that the Commission has always communicated to the Superintendent that this is a top priority.
8. Susan questioned who would become responsible for record-keeping and administrative related tasks. Pam directed everyone's attention to the recommended 10 hour per week administrative position that was part of the post Wasserman report recommendation.
9. Liz asked about the potential for help with fieldwork. Pam told her the job description for the administrative assistant was a draft and that if the Commission has any changes they would like to make, they should submit a written recommendation.
10. Michael stated that it would be best to have this voted on at Special Town Meeting so the changes can take place prior to the start of the season.

Meeting adjourned at 10:40am.

Minutes submitted by: Juliet Mulinare