

Town of Edgartown
Cemetery commission meeting
February 10, 2015

Meeting called to order at 1:00pm
Second floor of town hall

Members present: Elizabeth Villard, Andrew Kelly and superintendent Jen Morgan
Absent - Susan Brown

Last months minutes read and accepted

Old business:

We are continuing to look for a vehicle to replace the current department truck. The water company had been contacted but at this time nothing is available from them. The current truck should be able to make it through 1 more season, but may continue to need repairs.

Tamara Conde who was here last fall conducting an assessment on the grave stones in the OWS and tower hill has completed her evaluation. She will be sending hard copies of her recommendation for us to review.

The CPC grants is in for both Edgartown and Tisbury and will be voted on at Aprils town meetings.

Discussion regarding leaf removal from the past fall. The DPW made several complaint regarding Jen being absent during the time they we in the cemetery assisting with leaf removal. Jen explained that Caleb was here helping them and that the DPW gave no notice of when they were coming for her to have things prepared. Andrew asked that she be more prepared and do a better job over seeing the process in the future. He feels the superintendent should be present at all times when another department is assisting the cemetery department. Liz agreed and asked Jen to get herself better organized going into the spring season.

Superintendents report:

Stuart Fuller left a message asking to get together to review work in the NWS. Tree cutting and creating on new road. However now that the snow as come

he will probably be unavailable. We should check in to see if his crews have anytime in early spring to assist.

Jen asked about the plowing on the cemetery and does it need to be done. After discussion it was agreed if the snow accumulation are over 8-10 inches the cemetery will be posted close until snow melts or town can plow. Recommend that a saw horse be place with sign at entrance to indicate closing.

New business:

Commissioners questioned why the flags and decorations have not been taken down has requested. The date had been set for January 15 for all to be cleaned and the cemetery winterized.

Jen explain that she had begun to remove several truck loads, but was concerned about personal memorabilia. It's was agreed on that and memorabilia deemed sensitive to the families would be brought to the shed and stored, rather than thrown out.

Starting next fall we will post ahead of time to allow family members to remove personal artifact for the winter.

Do to the arrival of snow the flags remain up. Jen will deal with them ASAP.

Jen advised to board that she has broken several toes and is in a walking cast. This was done at home not during work hours. She is not sure of the time line for healing.

Questions in regards to how the payroll should be submitted if she is injured and unable to preform her duties. Jen felt she is still able to do what is needed especially being the winter season when things are quiet.

Marylyn from personnel joined the meeting and reminded the commission that Jen must work at least 20 hrs to keep her town benefits. Jen feels she is doing what the job requires this time of year and it's the same as it's been for her last 3 winters and even before when Mike Smith was superintendent.

Jen currently has 30 sick days accumulated and will need to use them up first, plus personal and vacation time. If all are used she can apply to sick bank.

Liz has a project that would help Jen get sometime doing administrative time to help not use up sick time. She and Jen will meet next Friday to discuss the work. The work includes compiling data from different cemeteries and compiling into one single sheet. They will start with tower hill then move on to OWS.

Next months meeting is scheduled for March 17th at 2:00
Reminder that Jens evaluation will take place then.

Meeting adjourned 2:05pm

Respectfully submitted
R. Andrew Kelly