

Meeting of the Edgartown Cemetery Commission  
Wednesday April 29, 2014

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

Site visit to New West Side 3 pm

Commission members looked at property bound which had been layer out by  
surveyors.

Notes : road way between 8 and 10th ave has begun to stray of property line.  
Realigning of the road and markers will be needed to be address under special  
projects list.

Property line along recreation area is beginning to over grow, several ideas will  
be discuss on how to clean up that side in the future.

Regular meeting: 3:35 pm at Edgartown fire museum as posted.

Minutes read and approved

No burials - Jen did advice several are coming up in the next two weeks

Bills - paid

Schoffield, Barbini and Hoen surveyors \$2375

N star \$7.19

Verizon \$13.96

AT&T \$40.60

Old business:

Commissioners review Jen Morgans yearly evaluation form. Jen had several  
question regarding to wording. Committee reviewed each line with her, and  
listened to her concern. She will now add her own letter to be attached and  
hand back to the personnel board.

The commissioners voted unanimous to accept personnel boards  
recommendation for Jen to carry over 5 days of vacation.

Commissioners voted unanimous to pay for the surveying of NWS out of the  
perpetual account. It was also discussed, when there is time during the season  
new cement bounds should be installed at each stake.

Discussion on employee for season:

Jen questioned if the 16 week seasonal worker had to be consecutive weeks.  
Elizabeth said she would look into other towns handle seasonal employees

The commissioners determined that Dennis Jackson should begin seasonal employment May 5th. This would allow time to have equipment ready and begin mowing for the early Memorial Day weekend.

Mike Smith will begin June 1 to allow over lap of employees. It still has not been determined if a third person will be needed in the fall.

Jen advised the board the new web site was up and running. Individuals can log into the town site and click on cemetery department to get info they may need.

The fencing chain for tower hill cemetery was discussed. Steve Ewing can get the chain, it would be 3/8 inch and 400 ft would cost \$1200. The board discussed waiting on purchasing the chain until next fiscal years budget.

Andrew advised the board, he had spoken with Rick Mello about a sign for the shed / Office. He would be sitting down with him next month to create a design.

New business:

Superintendent Jen Morgan reported she was working on having the town munis system updated to the office computer.

She recently attended a meeting of all department heads.

A new account with the MV Refuse District has been opened to be able to dump trash and debris.

10 new veterans flag holders and all flags have been ordered for Memorial Day.

Allen Gowell has been contacted to create granite bounds for 10th ave. They will cost \$400

All water has been turned on through out the cemeteries. Jen also asked the commissioners to consider having the water extended to 10 ave, right now it stops at 7th ave.

Elizabeth mentioned that the CPA grant for gravestone study had past though the Edgartown annual meeting and she is waiting for Tisbury town meeting to see if it will pass there.

She also mentioned that Adam Moore with the Boy Scouts has shown interest in his troop assisting with documenting the grave stones in old west side. Discussion will continue:

A list of project and priorities was established for the commission to start addressing in the immediate future.

1. Grading of the main entry road into NWS
2. Pruning of trees in the OWS
3. Clean up and pruning between NWS and recreation area
4. Realigning the road and markers on left hand side of NWS

After a discussion on these topics it was determined the cemetery department does not have the proper equipment to handle a number of these tasks. Andrew and Jen have both attempted to reach out to DPW superintendent Stuart Fuller, however he has not answered any messages.

The commissioner decided to have chairperson Susan Brown meet with the town administrator to see if some help with these issue can be resolved.

The topic of work hours was addressed, currently there are no posted hours. The commission felt for accountability that work hours need to be set and posted. The cemetery hours will be 8-4 Monday through Friday. Jen because she is allotted at 32 hour week will be properties 8-2 Monday - Friday.

The new sign will have hours and contact information on it to help members of the public needing to make contact.

Meeting adjourned - 5:45

Respectfully submitted by:

Andrew Kelly