

Town of Springfield – Cemetery Commissioners

Minutes

Selectmen's Hall - 96 Main Street - Third Floor

Wednesday, June 1, 2016

Commissioners present: Scott Page, Ronald Griffin, John Swanson, Hugh Putnam, Gerald Patch and Barbara A. Courchesne, Ex-Officio.

The meeting was called to order at 5:03 p.m. by Chairman Page.

**Additions to the Agenda:** Public Comment was added as item 2a and will be added to future agendas. No public present.

**Approval of Minutes dated May 4, 2016:** Gerald Patch motioned and Ron Griffin seconded to accept Minutes dated May 4, 2016; all in favor.

**Meeting Schedule for 2016:** Meeting schedule for the 2016 year was set for the first Wednesday of every month at 5:00 p.m.

**Open Meeting:** Town Clerk reminded Commissioners about open meeting law rules regarding conversations, emailing and trips to cemeteries by any three Commissioners constitutes a quorum is therefore a meeting that must be warned.

**Oakland Roof:** Gerald Patch will contact John Johnson of Public Works about shingle repair. Public Works had agreed in the past to do this work. The roof may have asbestos underneath and if so, strap and shingles or metal roofing can be used to contain and cover it up.

**Monument/Headstone Foundation Rules:** Gerald Patch will try to pin down date and time with Charles Merchant for class on stone repair. The open Jackson grave work being done by a former sexton was discussed. Discussion ensued about Boy Scout flag placement and Gerald Patch will look into the civil war veteran in Summer Hill that is missing a flag stand. Chairman Scott informed the Commissioners that the cemetery rules and regulations regarding the setting of stones has not been followed by Aaron Fitzherbert of Tribute Artistry on several occasions despite awareness of the regulations. Most recently is the lack of a 3" base under the Mitchell stone. Without the required base the stone is exposed to being damaged by weed wacking. Ronald Griffin motioned and John Swanson seconded that a letter be sent from the Commissioners to Tribute Artistry and copied to the Mitchell family regarding adherence to cemetery rules and regulations within 30 days; all in favor. Chairman and Vice-Chairman will sign the letter. It was noted that with the retirement of Carl Swanson there may be other monument vendors accessing the cemetery.

Ronald Griffin reported that cemetery vandalism watch at Pine Grove and on Fairground Road is going well.

**Future Agenda Items:** Land purchase and Tribute Artistry update.

**Adjournment:** Gerald Patch motioned and Ronald Griffin seconded to adjourn at 6:02 p.m.; all in favor.

Respectfully submitted,

Barbara A. Courchesne  
Cemetery Commissioner, Ex-Officio

**Next Meeting is Wednesday, July 6, 2016 at which Minutes will be considered for approval.**