

Waterbury Cemetery Commission

January 6, 2015 meeting

4PM – Steele Block conference room

Present: John Woodruff, Ed Brown, Betty Jones, Barbara Walton, Jack Carter

Bill Shepeluk, Municipal Manger

John gave an update on the meeting of December 10, 2014 with Bill Shepeluk and Chad Ummel. Because of the storm that day none of the other commissioners were able to attend. Chad had prepared a diagram via Google Drive that summarizes all cemetery business. Copies were distributed.

Bill discussed the financial report and proposed 2015 budget. Figure for tree maintenance was changed from \$4,000 to \$8,000 so as to include the 50% matching tree grant we received in 2014 and will not be used until 2015. Also the grant income (under misc.) was added for \$4,000.

Discussion of Chad's hours was discussed. A motion was made by Ed to authorize Bill to increase Chad's cemetery hours to 10 per week effective immediately. Barbara seconded and all approved. Chad will use winter hours to start to organize records electronically and other cemetery business. It was suggested that a job description be written for Chad.

Ideas to focus on in 2015:

- Pass Bylaws
- Digital recording of documents
- Continue stone cleaning, concentrating on Hope Cemetery
- Brush and tree removal and other landscaping
- Finish road work in Maple Street Cemetery

A report for the Town Report will be drafted by Jack and shared for comments and editing. Deadline for the report to be submitted to Town Clerk is January 16th.

Meeting adjourned at 5:20 PM

Next meeting – February 3, 2015 – 4PM

Respectfully submitted,
Jack Carter