

**Cemetery Meeting Minutes**  
**Wednesday, September 27, 2023**

**Attendance Trustees:**

Neil Larson-Chair

Amy LaBelle-Vice Chair, Secretary-excused

Woody Openo

Mark Richardson

Aly Visser

**Attendance Staff:**

Michael Bobinsky- Director of Public Works

Neil Larson opened the meeting at 6:00 pm.

**Minutes of Wednesday, August 23, 2023**

Mark Richardson moved to accept the minutes. Woody Openo seconded the motion. All in favor of meeting minutes. Minutes approved.

**Director's Report**

- a. M. Bobinsky summarized his report. Trustees appreciated the new historic sign that was installed and the significance of that and asked if the historic sign that was recently placed could be turned so that motorist driving on Maple Street could see the sign from both directions on Maple Street. Mike indicated that he would look into this further.

**New Business**

- a. Public Notice- Trustees agreed to standard format, as M. Bobinsky brought a standard agenda announcement to place as posting unless Neil has an agenda ready. The purposes are to improve on timeliness of submitting meeting notices to the City Clerk's office in accordance with State Statutes for public notice and to allow time to place meeting notice on the City Calendar

**Old Business**

- a. Adopt-a-spot discussed; Neil to touch base with Courtney for other content to add. Trustees discussed promoting the program, and soliciting volunteers and even donors, i.e., seeking adopters for Well House. M. Bobinsky advised that a local resident has recently adopted the small circular garden in the Cremation Garden as an Adopt a Spot.
- b. Discussed future map need and future sign install at cemetery roads.

- c. Future repairs to grave markers-Trustees would like staff to continue needed grave marker repairs in the Jewish section of Cemetery off of A. S.
- d. Discussed Chapel events-Neil reviewed the events
  - Saturday October 14, 2pm Ashlyn Bard
  - Sunday October 22, 1:30pm Tour, 3pm at Chapel
    - Will need to publicize, and post on website, perhaps do an eblast to promote the event when the event gets closer.
    - M. Bobinsky advised the Trustees that he submitted events permit application for both events, to aid in informing the Police and Fire Departments of the pending events at the Cemetery for awareness.

**Next meeting:** Wednesday, October 18, 2023 @ 3:30pm at Department of Public Works.

Woody Openo motioned to adjourn the meeting. Aly Visser seconded the motion. Meeting adjourned at 7:15 pm.

Submitted by: Courtney De Oliveira Valarese