



*Town of Ware*  
*Cemetery Commission*  
*99 Pleasant Street, Ware, Massachusetts 01082*

**MINUTES OF THE MEETING  
CEMETERY COMMISSION  
MONDAY, July 18, 2022**

Location: Town Hall  
Present: Craig Simmons, Roy Erickson, Paul Harper, John Piechota

Meeting was called to order at 3:00 pm

Justin Caggiano from the Town of Ware Human Resources Office attended the meeting to review the job description for a part time cemetery worker. After some minor edits, the Commission agreed to go ahead and place the advertisement.

**Minutes**

**ERICKSONS:** Motion to approve the minutes of the June 13, 2022 meeting  
**HARPER:** Second  
All were in favor

**Finance**

There was no update on the Finance Meeting with Eileen from Mass Cultural. John reported that the stump grinding has stopped, but the money is still available.

Neither Roy or Stuart has heard from Cura-leaf.

Craig will email Miss Conde and Roy will make contact with the Historical Society regarding a stone cleaning seminar for a ½ day, which would only be a talk. There would be no cleaning.

**DPW**

Chuck Niedzwiecki was not able to attend today's meeting. He will be on the agenda for the next meeting of the Cemetery Commission.

**Cemetery Part Time Employee**

There was a discussion regarding the Cemetery part time position. Craig provided an overview of the position (copy attached) in the past and said there is a need to clarify the duties and responsibilities of the position and who oversees the position, i.e., the Park Manager or the DPW. Craig would like to have a written set of guidelines. Paul and Roy will review the description prepared by Craig and the proposal will be sent to Chuck. All will review it for the next Cemetery Meeting.

**Rules and Regulations**

Stuart asked about the review of the Rules and Regulations and if they had been reviewed by an attorney. Craig shared the rules and regulations that he had put together. (copy attached)

**Budget**

There was some discussion regarding the budget and who prepares it. Dept. Head or DPW? Craig is asking for overtime for the Cemetery job as needed.

**MISC.**

There was a brief discussion of misc. items regarding DPW responsibilities. There was a question regarding the Cemetery not being part of the DPW and what would that entail. Craig suggested that it would be reviewed by Stuart Beckley for a revision of the Charter. Other questions regarded who is the part timer's boss, John Piechota or Chuck Niedzwiecki.

There being no further business, there was a motion to adjourn the meeting at 4:15 pm.

The next meeting will be on August 15 , 2022 at the Town Hall.

Recorder  
Nancy Dunn

Approved:

Craig Simmons \_\_\_\_\_

Paul Harper \_\_\_\_\_

Roy Erickson \_\_\_\_\_