

MEETING MINUTES  
**CEMETERY COMMISSION**  
New London City Hall  
Thursday, December 3<sup>rd</sup>, 2020

MEMBERS PRESENT: Brian Strey and Rob Way. Laurie Shaw Excused

OTHERS PRESENT: Missy Kempen, Craig Hoffman and Jamie Walbruck

1. **Call to Order** – The meeting was called to order at 5:10 p.m.
2. **Roll Call** – Quorum present
3. **Approval of Agenda** – Motion by Way to approve agenda as presented. Motion seconded by Strey. Motion Carried
4. **Approval of Minutes** – Previous meeting minutes to be approved at subsequent Cemetery Commission meeting.
5. **Public Comment** – None
6. **Financials** – Walbruck went over the Kuettel’s Septic Service invoice. Walbruck also mentioned that a portion of the crack filling invoice had been submitted however there continues to be a need for the contractor to finish-up on some spots that remain void of material. Sealcoating will be performed in spring along with having the contractor finish-up on areas of crack filling still needing attention.
  - a. Approval of Year to Date Income / Expenses - Motion by Way to approve year to date income / expenses. Second by Strey. Motion Carried
  - b. Approval of Purchases / Invoices – Motion by Way to approve Kuettel’s Septic Service invoice. Seconded by Strey. Motion Carried
7. **Sexton Report** – Discussion was held regarding stump removal that has yet to be done in 2020. It was agreed that the suggestion should be made to New London Tree Service that it would be preferable to have the work completed yet this year. Walbruck went on to inform the commission that the Fall Clean Up went very well and that there was much less material to dispose of than usual.
8. **Old Business** – Hoffman reported that water labels will be installed yet this year and that the water service has been shut-off for the winter; the final water bill for the year has not yet been received. Walbruck informed the commission that the requisite amount of black dirt had been delivered to the newly created storage bay and that the set-up is functioning very well. He went on to mention that people are continuing to attempt to access the back

area whenever the gate happens to be open. Hoffman subsequently reported that there are some communication issues occurring between himself and the vendor concerning the ordering of corner grave markers. The issues are being worked-out. The commission went on to discuss efforts involving the installation of new signage in the cemetery. Discussion concluded with the understanding that the content of the signage could not be drawn-up until after updating of the cemetery rules and regulations has been completed. Thereafter, the commission proceeded to engage in conversation regarding numerous modifications to be considered in updating of the cemetery rules and regulations. The commission also discussed options for reformatting the document. Following a lengthy dialogue that resulted in numerous edits and additions being made to the narrative, the commission opted to revisit this item during the subsequent meeting.

9. **New Business** – Walbruck reported that he had been approached by an individual interested in obtaining permission to plant a tree in memoriam at the cemetery. Following the commission’s deliberations it was decided that Walbruck would inform the person that in the near future the commission will be engaging in development of a tree management program and given this commitment, it is necessary that the commission henceforth prohibit the practice of allowing private parties to plant trees on cemetery grounds. It was asked that Walbruck inform the individual that it is possible that, as part of the process of constructing a tree management program the commission will include a component intended to address the public’s desire to plant trees in memoriam.
10. **Next Meeting** – Wednesday, December 30<sup>th</sup>, 2020. Included on the agenda will be further revision of the cemetery rules and regulations document.
11. **Adjournment** – Way motioned to adjourn. Strey seconded. MC Meeting adjourned at 7:25 p.m..

Respectfully submitted,

Rob Way

Cemetery Commission Vice-Chairman