

Cemetery Meeting Minutes

Wednesday, May 10, 2023

Attendance:

Neil Larson-Chair

Woody Openo

Mark Richardson

Amy LaBelle-Vice Chair, Secretary-absent

Staff:

Courtney De Oliveira Valarese, Executive Assistant to the Director

Michael Bobinsky- Director of Public Works

Neil Larson opened the meeting at 3:36pm.

Minutes of Monday, March 27, 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. Went over a recent burial at the cemetery.
- b. Discussed spring mowing services with JLG Landscaping.
- c. Serve with Liberty volunteers recently raked leaves and helped with Spring cleanup.
- d. Gravestone Repair Services has started to repair five (5) gravestones identified in the Hebrew section of the cemetery. Mark Richardson recommended some stones for repair next year. Subject to weather, the contractor is hoping to have the repairs finished this week.
- e. Staff started to solicit bids for the replacement roof of the Italianate Wellhouse. No bids were received. Staff has contacted Weather Guard Industries who submitted the only bid last year which exceeding budgeted funds to see if they are interested in submitting a bid this year. (The Director later confirmed with Weather Guard representatives that they are willing to do the work, keep their price proposal the same as last year. Staff is working with the Finance Department on contract documents and plans to present the award to the City Council as soon as possible.)
- f. Highway personnel are continuing to remove large limbs and leaf debris in the Cemetery.
- g. Trustees are helping staff locate an appraisal consultant to assess the value of 12 stained glass window panes in the Furber Chapel. Staff is taking photos and obtaining suggested vendor names for obtaining new values to send in to Primex, for property insurance purposes.

New Business

- a. N. Larson discussed finding a volunteer from Serve with Liberty who may be interested in the City's Adopt a Spot program. N. Larson will be providing photos of the flag pole, Rustic Wellhouse, and Cremation Garden.
- b. The road closure parallel to Maple St is still active as there is a list of pot holes. M. Richardson mentioned having the pot holes patched before Memorial Day. Highway Division personnel plan to have surface patched before Memorial Day.
- c. City Council has passed resolution on the Historical Marker. The state will be placing the marker. It is anticipated that the Historical Marker will be installed somewhere on Maple Street, near the entrance to Forest Glade Cemetery/Furber Chapel Gates.
- d. N. Larson is in the process of working on setting up the events concert series at the Furber Chapel /Cemetery grounds. Has two acts possibly lined up, and looking at dates in the fall.

Next meeting: Wednesday, June 14, 2023 @ 3:30pm at Department of Public Works

Mark Richardson motioned to adjourn the meeting. Woody Openo seconded the motion.

Submitted by: Courtney De Oliveira Valarese