

**DOVER CEMETERY COMMISSION**  
**Meeting Minutes - April 27, 2021**

At 4:06 PM Chair Peg Crowley called the meeting to order with members Mariah Riess and Carol Jackman present.

**Citizens' Comments** – Geoffrey Sauter joined our meeting to inform us he had met with the gentleman from Plymouth that has the company that cleans headstones. Peg Crowley joined them. They learned it would cost \$2,500 to clean one headstone, but if there were more to be done at the same time the cost would come down per headstone. The man from Plymouth suggested possibly applying for a grant in order to do a larger project. We learned that the best cleaning solution is D-2. We thanked Geoffrey for his input and noted that we have a lot to think about so for now we are holding off committing to any work.

**1.1 Approval of Meeting Minutes**

The meeting minutes from March 23, 2021, were reviewed as distributed and on a motion by Mariah Riess, seconded by Carol Jackman, were approved by a unanimous vote.

**1.2 Restoration of Monuments**

It was recommended that the Commissioners walk the front section of the cemetery to get a list of headstones that need straightening.

**1.3 Report on Deeds**

The following deeds were signed during the last month: Albert and Carolyn Block, 14 Sherbrooke Dr., Dover, Lot 54, Block F, two grave, cost of grave lot \$800 and perpetual care \$3,000 for a total cost of \$3,800; Karleen Nelson, 30 Julio Dr., Shrewsbury-formerly 17 Rolling Ln., Dover, Lot 93, Block D, one grave, cost of grave lot \$400 and perpetual care \$1,500 for a total cost of \$1,900; and Matthew Pasts, 209 Dedham St., Dover, Lot 68, Block G, four grave, cost of grave lot \$1,600 and perpetual care \$6,000 for a total cost of \$7,600.

**1.4 Review of Monument Applications**

The following applications were presented: James Cuddy, Lot C-9, Block BB; Paul and Dorothy Dalton, Lot 18, Block C; Gilda Mastrodicasa, Lot 76, Block F; Edward Shoemaker, Lot 67, Block C; and Barbara Tosi, Lot 30, Block A. Vote of the Commissioners shows that it was a unanimous vote to approve all of the above applications. Rusty then reported that the Selmi headstone was damaged by a cemetery worker and that the cost to repair would be \$400. It was voted unanimously to pay for the repair from the Perpetual Care account.

**1.5 Transfer of Ownership**

Sybil Williams has submitted new ownership information for the St. John lots; Lot 72 will be herself, Sybil Williams, 48 Dwight St., #4, Brookline, MA 02446 and Lot 73 will be Katherine St. John, 43 East Hunns Lake Rd., Stanfordsville, NY 12581.

#### **1.6 Dog Signs**

Peg Crowley is still trying to get a response for the new dog signs from Fast Signs in Needham. She has decided to make a visit to their store for a response to her questions.

#### **1.7 Fence Repair**

The Board of Selectmen approved the payment of \$700 from the George Chickering Cemetery and Park Trust Fund for the repair of fencing that was damaged from a storm in December 2020.

#### **1.8 Fertilizer Maintenance**

A bid was accepted from Strawberry Hill Landscaping and Irrigation, Inc. to do the fertilizing at a cost of \$1,705 per application. This is only \$35 higher than last year. On a motion by Carol Jackman and seconded by Mariah Riess it was voted unanimously.

#### **1.9 Truck Repair**

The Cemetery Truck Dump section has started to rust and needs to be cared for. A bid from Birchler's Automotive, Inc., Milford, MA at a cost of \$2,893.71. It was voted unanimously after a motion by Carol Jackman and a second by Mariah Riess.

#### **1.10 Tree Maintenance**

Hartney Greymont submitted a bid for yearly health care of trees at a cost of \$5,544. On a motion by Carol Jackman, seconded by Mariah Riess, a roll call showed it was approved unanimously.

#### **1.11 Summer Help**

Mariah Riess reported no response from the ad in Next Door. It was suggested she post the job on Facebook and at Framingham State and Mass Bay.

#### **1.12 Review BOS meeting re DPW**

No documentation was brought to the meeting for review.

#### **1.13 Performance Review**

Work was started on Rusty's Performance Review. The review is due to Kate O'Brien by Friday, June 4, 2021.

#### **1.14 Review Article 18 Change**

It was suggested the wording of "head of household" be removed and Chris Dwelley sent an email with his recommendation for new wording. After discussing and a roll call of members it was voted unanimously to present the following: "Citizens of Dover who are or have been residents of the Town for not less than five years shall be entitled to lots in the cemetery. It allows one lot to a family, subject to the regulations adopted by the Town, upon payment for same. By consent of the Commissioners the five years' residence requirement may be waived."

#### **Adjournment of regular meeting**

At 6:09 PM, Peg moved to adjourn, seconded by Carol; it was unanimously approved. Next meeting May 25, 2021 at 4:00 PM.

### **1.9 Updating of Lot Owners**

Peg asked how this process worked and it was explained that if a family contacts Rusty he requests them to update the records. Carol explained the process to do this is to send a letter to the Commissioners noting the change and it is recommended to send the original deed to the Town so there can be a reissued deed with the current information. The letter requesting the change gets filed with the original deed. The purpose of requesting the original deed along with the letter is to confirm that the member requesting the change has the authority to do so and in the event the original deed is not available it gives family members an opportunity to have current information regarding the location of ownership.

### **1.10 Chairman's Comments**

Mariah requested to speak at the end of the meeting to announce that with family commitments she is unable to remain as Chairman of the Commission. She stated that she would still oversee the Meditation Garden and interviewing of summer help, but she feels she cannot give her full attention to Chairmanship. Carol nominated Peg as Chairman, seconded by Mariah. Upon Peg's acceptance a vote was taken and it was unanimous that Peg would be the Chairman.

It was also noted that Peg would be on vacation April 10<sup>th</sup> through the 25<sup>th</sup> and that Carol would be on vacation April 17<sup>th</sup> through the 25<sup>th</sup>.

### **Adjournment of regular meeting**

At 5:00 PM, Peg moved to adjourn, seconded by Carol; it was unanimously approved. Next meeting May 27, 2021.