

# LUNENBURG CEMETERY COMMISSION

## *Commissioners:*

*Mike Clark, Chair*

*David Dorren, Vice-Chair*

*Donna Landry, Clerk*



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*DPW Department Director: Bill Bernard  
Cemetery Superintendent: Todd Holman*

## MEETING MINUTES

Wednesday, July 30, 2025 – 6:00 PM

Lunenburg Library, Sudolnik Room

Attendees: Mike Clark, Dave Dorren, Donna Landry, Bill Bernard

This meeting was recorded and posted on Lunenburg Public Access. The meeting was held remote by Zoom – members of the Public.

(Viewing of the recorded meeting: see “Cemetery Commission 07.30.25” on YouTube - Lunenburg Public Access)

## Minutes

6:00 PM – Call to Order

- 1.) Stand for of Allegiance Pledge
- 2.) Reviewed and approved minutes from meeting on June 26, 2025  
Chair David Dorren motioned we approve the prior minutes, Clerk Donna Landry seconded, AIF
- 3.) Reviewed and approved minutes from meeting on July 3, 2025  
Chair David Dorren motioned we approve the prior minutes, Clerk Donna Landry seconded, AIF
- 4.) Discussed CIMS Software training – Mike to check with Brian Finley to schedule training. Still needs to be scheduled and to see how GIS interfaces with it.
- 5.) David discussed Grants and explained that his contact cannot help us. We need to know what Grants are available first according to Town Manager. David to check further. Earmarks to take place in February 2026.
- 6.) Mike discussed the integration between CIMS software and GIS as well as training – to be determined in the future.

- 7.) North Cemetery Backlot expansion – Reviewed plans for expansion with Bill Barnard. Chair David Dorren made a motion to approve the Engineering Plans by Dillis and Roy for the completed set of plans for \$11,435.00 – Clerk Donna Landry, Seconded. AIF.
- 8.) Reviewed possible scenarios regarding the replacement for the shrubs that were cut down to stumps at the beginning border of the North Cemetery directly off Holman.
- 9.) Reviewed and discussed the Head stones in the South Cemetery that need to be repaired/reset upright. Initial review of stonewall to be repaired by Amanda Construction.
- 10.) Need another fireproof cabinet for DPW.
- 11.) Discussed trimming of trees/shrubs on outer walls of cemetery where the trees overhang over the stonewalls inside the cemetery.
- 12.) Reviewed crack sealing cemetery in North and South Cemetery.
- 13.) Reviewed invoice for \$1744.64 invoice from W.D. Mason for fireproof file cabinet for DPW. Clerk Donna Landry made a motion to approve, David Dorren seconded the motion, AIF.
- 14.) No public comments.
- 15.) Planned future onsite meetings at the North Cemetery for August 14<sup>th</sup> and South Cemetery for August 28<sup>th</sup> (postponed to September 9th at 7:30 am for North, and South Cemetery on September 18th).
- 16.) At 7:45, Vice Chair David Dorren requested a motion to adjourn, Clerk Donna Landry seconded, AIF

Respectfully submitted

Donna L. Landry

Clerk