

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

Thursday, September 18, 2025 – 7:30 AM

Lunenburg South Cemetery – Site visit

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

This meeting was an on-site in person walking tour of the South Cemetery – Items discussed per the posted Agenda.

Minutes

7:35 AM – Call to Order

1.) Stand for the Pledge of Allegiance

Tour the front older section of the cemetery, discussed stone straighten and stone alignment work to be performed. The estimate for the work is \$13.5k and the work is expected to take 6 working days.

2.) Reviewed front hedges and trimming and maintenance protocol that the Cemetery Superintendent Todd Holman has done and is currently engaged in.

3.) Discussed large tree at front lower corner and whether there is a need to trim a large limb.

4.) Walked the lower road back to the rear of the cemetery and discussed the required brush and limb trimming required to provide access to the stone wall backside. This is needed in order to preform work in the areas requiring repair and rebuilding.

- 5.) Mike discussed the integration between CIMS software and GIS as well as training – to be determined in the future.
- 6.) Reviewed CIMS (Cemetery Information Systems) plotted data against what is visually present for burials. The 1800's sections of the plots may have unmarked graves. It is difficult to a lot plots for sale in these areas.
- 7.) We walked the far back section and the back road, discussed the possibility of further expansion. No decision but keep it on the agenda as a talking point.
- 8.) Agreed to schedule a site walk of Fish Street Cemetery as a separate topic of discussion.
- 9.) Adjourned at 8:51, Vice Chair David Dorren requested a motion to adjourn, Clerk Donna Landry seconded, AIF.

Respectfully submitted

Donna L. Landry

Clerk