

**PARK & CEMETERY BOARD**  
**CITY OF NORTON**  
**Monday, December 17, 2007**

**I. ATTENDANCE:**

**PRESENT:** Neva Gibson, Chairperson; Frank Laury, Vice-Chairperson; Scott Testa; and John Conklin

**ABSENT:** Audrey Toland

**ALSO PRESENT:** Jeff Pritchard, Director of Planning and Community Development

The meeting was called to order by Neva Gibson at 6:16 p.m. on Monday, December 17, 2007.

**II. OLD BUSINESS:**

Discussion Concerning Merger of Boards

- Jeff Pritchard discussed the Park & Recreation Board merging with the Cemetery Board due to the Charter change. The associated duties of the Cemetery Board are now under the umbrella of the newly titled Park and Cemetery Board. He recommended enlisting one of the Cemetery Board members to serve on the Park and Cemetery Board with a base knowledge of the ongoing responsibilities. He stated that the collaboration between the Cemetery Board and historical district should remain intact.
- Chairperson Neva Gibson acknowledged that one Park Board member's term is ending in February, and it would be beneficial to replace this position with a former Cemetery Board member who is associated with the Historical Society. There is time to discuss this matter in the future.
- John Conklin suggested sending a thank you letter to the Cemetery Board for their time and services, and Jeff Pritchard agreed to give the message to the administration.

Mr. Conklin stated that he would not have phased out the Cemetery Board because it wasn't costing the city a big sum of money. He stated that anytime you have people involved in government, it's a good thing, and this is taking their opportunity away.

- Chairperson Neva Gibson agreed that the Cemetery Board should have remained intact, and that a 'thank you' is in order since the Cemetery Board deserves praise for their hard work, accomplishments and time given to the city. Lisa Merrick from the Cemetery Board will be meeting with Ms. Gibson in the future to explain the functions of the Board. Ms. Gibson will let the Park and Cemetery Board members know when that meeting will take place so they have the opportunity to be present. Lisa Merrick was invited to the meeting tonight, but declined.

**III. NEW BUSINESS:**

- Jeff Pritchard stated that Mr. Moss has requested the Park and Cemetery Board to omit December meetings in the future, which will make it easier for him to close out the books at the end of each year. If there are no pressing issues during December, he is hoping the board will consider his request.
- Chairperson Neva Gibson agreed to take this request under consideration and to make an effort to comply. If necessary, the board could schedule two meetings in another month.


**IV. CONSIDERATION OF MINUTES:**

Chairperson Gibson called for a motion to accept the minutes from the November 19, 2007 meeting. Scott Testa motioned to accept the minutes and it was seconded by Chairperson Gibson.

**V. ADJOURNMENT:**

The meeting was motioned to adjourn by John Conklin and seconded by Vice-Chairperson Frank Laury. The meeting was adjourned at 6:44 p.m.

(The next meeting is scheduled for January 28, 2008.)

  
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Park and Cemetery Board Chairperson  
or Vice-Chairperson

  
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Park & Cemetery Board Vice-Chairperson  
or Member

Date: 2/25/08