

WESTFORD CEMETERY COMMISSION
SPECIAL MEETING

Westford Town Library

Meeting October 17, 2017 9:40 AM

AGENDA

- 1) Changes to Agenda
- 2) Review of Minutes from February 28, 2017 & April 17, 2017
Moved and adopted.

- 3) Review of activity over the past year (ie cleaning, tree removal etc.)
 - a. 3 tree removal + miscellaneous items + trimming at Brookside.
 - b. Paid \$5,153.26 to Barrett's Tree Service.
 - c. Cleaning at Brookside complete, , Osgood Hill Cemetery cleaning \$1,800
 - d. Burial – David Hill @ Plains Cemetery
 - e. \$148 Memorial Day flags
 - f. Sign for Cookyard to be ordered.
 - g. Mowing complete and looks good. \$3,800 total for season.
 - h. Brookside – cornerstones for lot – Pam Christensen (Manning)
 - i. Roberts & sons check written
 - j. Move (Perry/Rogers) we budget \$400 for uprighting/securing stone on Osgood Hill – Approved.
 - k. Uprighting stones in Cookyard nearly complete
 - l. Moved (Rogers/Perry) we authorize \$350 for stone repair in Cookyard. Approved.

- 4) 2018 -19 Fiscal year Cemetery Budget Planning
 - a. 2016-17 budgeted \$8,500 including tree removal but it appears that we will spend roughly \$9,850 (mowing - \$3,800, tree removal-Brookside \$5,150, flags-\$150, Stone repair - \$750-Cookyard/Osgood Hill). The amount over the \$8,500 was/will be taken from the various cemetery checking/investment accounts.

- b. Projections for 2017-2018 (Mowing-\$4,500, Cleaning-\$2,500, Trees-\$5,000, Flags-\$150, Miscellaneous - \$1,000)
 - c. Moved that we ask for \$9,000 from the town for 2017-18.
(Rogers/Gauthier) - approved.
- 5) Future Cemetery restoration & projects
- a. Finish up Brookside cleaning, then proceed with Richardson, Osgood, Plains, Cloverdale, Cookyard, (pleasant view?)
 - b. Replacing stones at Brookside need to be considered.
 - i. Maybe out of miscellaneous funds
 - J. (Anna Maxfield, T.N.Rogers, Danforth Wales and 1-3 others as needed)
 - K. Request funds from VA for appropriate stones.
- 6) Other business – none.
- 7) Move (Rogers/Perry) adjourn to tour of Richardson/Plains Cemetery –
- a. 10:35 am approved.