

**WESTFORD CEMETERY COMMISSION
SPECIAL MEETING
October 2, 2020
Westford Town Office
9:30 AM**

1. Changes to Agenda – none.
2. Review of Minutes from April 21, 2020 Minutes modified: page 2, top of page (Estimate of \$1,700 should read \$1,500)
Move the minutes be approved as modified. Approved.
3. Financial Overview:
Move that the Osgood hill TD savings Account of roughly \$680.20 be expended (and thus “closed out”) toward the \$1,700 bill for cleaning of stones dated 29 July, 2019, and the Cloverdate account of approximately \$275.70 be moved to the TD business checking. Approved. This leaves the TD Banking of Alger lot (\$319.38), Regular checking account, and the Perpetual care Savings Account. 6 small CD’s @ TD Bank. (Phillips, Grow, Perpetual care CD, Osgood Hill, + 2 more.

Suggested the Alger lot Savings account be closed, and Lynn to research combining some/all of the 6 CD’s to be discussed at a future meeting.

Have yet to receive the \$9,000 from the town plus the \$1,500 from Pleasant View Cemetery association (read next item). We have roughly \$2950 in outstanding debt but no bill received yet for 2019 from Plouffe. 2020 season roughly \$1,900 - \$2,300 of outstanding debt but no bill received yet from Plouffe.
4. Transfer of Pleasant View to Cemetery Commission – Completed.
5. Pleasant View Driveway & fence update.
Driveway has a couple of small spots on edges but fine.
Repairing fence is an ongoing project.
6. Review of activity over the past year & updates (ie cleaning, tree removal, monument installations, burials, lots sold, etc)
Two lots purchased. 1 – Pleasant view – Jeffery Lee – Rebecca Cobb Lee brother. 1 - Brookside lot purchased - John Dahl.
Cleaning – working on Pleasant view, (will not get to Osgood Hill this year).
One stone to be fixed –
Mowing – Roberts & Son – encouraged to mow more judiciously
Two stones broken in Pleasant View.
Cookyard –
Pleasant View - some Monument activity – R. & B. Kilburn & R Kilburn, Jr. revised by family
Tree removal – Limbs have been trimmed in R. O. W. and a bit of tree cabling at Plains Cemetery.

7. Interments during 2020 thus far (Pleasant View -3, Brookside - 1). 4 others awaiting burials when the Covid – 19 pandemic is over.
8. 2021 -22 Fiscal year Cemetery Budget Planning
Move that we ask from the town for \$10,500 for the 2021-22 – Approved
Cleaning History
Cloverdale 2013
Brookside 2015, 16, 17, 18,
Richardson 2019
Pleasant view 2020 - 2021 but only ½ completed .
Osgood is in process now
Plains – 2013 – 14
Cookyard – not complete.
9. Future Cemetery restoration & projects
There are a number of monuments to be straightened and bases replaced in Pleasant view, several in Brookside, and there are several other markers/monuments to be fixed, straightened, and others needing engraving, etc. to be completed in Osgood Hill, and other cemeteries. These are the major on-going projects.
10. Future Spring Work Day at Cemeteries-clear brush etc
Osgood Hill need some work over time – constant battle.
Veterans Memorial discussed – future ideas.

Respectfully submitted.

Glenn Rogers – Secretary
Westford Cemetery Commission