

WESTFORD CEMETERY COMMISSION

SPECIAL MEETING

September 28, 2021

Westford Town Library

9:00 AM

- 1) Changes to Agenda – Financial Overview and Budget Planning discussion to be taken up at approx. 9:30 when G. Rogers able to join discussion via telephone call**
- 2) Review of Minutes from June 21, 2021 – minutes reviewed by Lynn & Ron. A vote to approve minutes tabled until Spring meeting when all 3 members will be in attendance**
- 3) Review of activity over the past year & updates (ie cleaning & restoration - Plouffe's monument in process of cleaning & restoring one of the Stone family monuments in Pleasant View; tree removal – done at Pleasant View; monument installations; burials (see below)
Lots sold- J. Dahl (1 – Brookside), Bemis/Osborne (1 lot-Osgood Hill- Nov. 2020), R. LaFountain (2- Brookside- May 2021)**
- 4) Interments during 2021 (Pleasant View, Brookside, Plains):
Pleasant View – Jeffrey Lee (July 2021) , Frena Philips (Dec 2020)
Brookside – Walter Warren (May 2021)
Plains – Hilda Howard (Nov. 2020), Dorothy Root (July 2021)**
- 5) Financial Overview - Lynn handed out a “spreadsheet” of financial activity for the past 3+ fiscal years**
- 6) 2021 -22 Fiscal year Cemetery Budget Planning**

The 3 commissioners reviewed the bank account amounts and spread sheet information. Discussion ensued and based on current monies in our accounts and monies allotted in our present fiscal year budget, it was decided that we

could maintain the cemeteries for fiscal year 22-23 by level funding. The Commission to request the amount of \$ 8,000.00 (level funded) from the Town during their budget workshops to assist us in maintaining the 7 cemeteries.

7) Future Cemetery restoration & projects – Discussion tabled until Spring 2022

8) Future Spring Work Day at Cemeteries-clear brush etc – Discussion tabled until Spring 2022

Meeting adjourned at 9:45