

WESTFORD CEMETERY COMMISSION SPECIAL MEETING

September 28, 2022

Westford Town Library 9:00 AM

- 1)** Changes to Agenda – addition of a 2nd inquiry from a family member to # 9
- 2)** Review of Minutes from May 3, 2022 meeting - Approved
- 3)** Financial Overview – Lynn reviewed the financial status of the cemetery. Also reached out to neighboring cemetery groups to see how they compare with our current prices and general management of common issues
- 4)** Review of activity over the past year (**FY21-22**) Total Spent ~ \$ 7,962.00 (mowing, tree removal & misc.) & \$2300 paid in August 2022 to Plouffs monument for work done Fall 2021 in Pleasant View

Cleaning(restoration) – Pleasant View Completed last fall & stones in need of repair done recently, Osgood Hill in process of being completed; other monument repair to be done if time allows this fall

Burials – Cloverdale (1); Pleasant View (4); Brookside (1); Plains (1) TOTAL = 7

Lots sold - Pleasant View (6); Brookside (4) TOTAL =10

Present fiscal year (FY22-23) Mowing - \$5000; Flags- 250; Osgood Hill Restoration \$1500 & Misc. repair (TBD)

- 5)** Interments during 2022 Burials – Cloverdale (1); Pleasant View (4); Brookside (1); Plains (1)
- 6)** 2023 -24 Fiscal year Cemetery Budget Planning – We decided to request level funding (\$8000.00) from the Town Budget - based on our current financial situation and projected expenses of mowing (\$5000+); Veteran Flags (\$250); cemetery cleaning restoration for Cloverdale & Plains (~\$3500-4000/cemetery).
- 7)** Future Cemetery restoration & projects – Quotes obtained & will discuss further in Spring. Our present monument company is in the middle of changing hands so will need to see how that develops.
- 8)** Future Spring Work Day at Cemeteries-clear brush etc – Discussion tabled until Spring

9a) Request from Lot holder re: family lot & future usage- wonders if they can sell/return the lots back to the cemetery- Original price paid many years ago was a total of \$40.00 for 5 lots purchased by her late husband. This occurred at the same time as other members of his family purchased several other lots. Her husband had transferred 1 lot to another family member a few years ago. The remaining 4 lots are located in the middle of several other related family members. According to the spouse/present lot holder she has offered the lots to other family members but they were not interested at this time. Lynn reached out to neighboring cemetery groups - their policy is to have the lot holder give back the lot(s) or sell them back at the **original** price to the cemetery or have the lot holders “officially” transfer the lots to another family member. In the past other lot holders have submitted a letter that was recorded in the cemetery book designating who the lot is to be transferred to.

9b) Also received an inquiry from another family member re: their parents lot and future use of that lot. Based on the original deed and location of the lot Ron & Lynn agreed that there is enough room to accommodate their request either within the existing lot or vacant area adjacent to the lot. Ron & Lynn made a site visit after the meeting was adjourned and examined the area in question confirming our decision as above.

10) 2023 Mowing RFP's – Received an inquiry from another individual wanting to be considered for next year). This person is from the Morrisville area - Will have Nanette (Town administrator) send an RFP to them next Spring

11) Other business – Topics for next Spring- Lot Price discussion; Spring work day; Cemetery Cleaning/Restoration; and other concerns that arise over the remainder of FY 22-23 and into the next fiscal year

Meeting adjourned

Respectively submitted

Lynn J. Gauthier