

WESTFORD CEMETERY COMMISSION
SPECIAL MEETING
May 10, 2024
9:30 AM
Town Library

In attendance:

Lynn Gauthier, Ron Perry, Glenn Rogers, - Cemetery Commissioners
Greg Barrows – Westford Town Treasurer.

AGENDA

1) Review minutes from April 15, 2024 Approved as printed/sent.

2) Correspondence

No news on burial issue.

Part of Howard lot in Plains cemetery sold to Howard Jr.

3) Financial Overview & TD Bank Accts. Update 2 savings, 1 checking, 6 CD's. Broken down as follows.

Checking

Perpetual care: Savings

Alger lot: plains – Savings:

CD's: (some mature shortly) Jim Grow Acct., Osgood Hill:, (Osgood Hill CD & Osgood Hill Savings), Perpetual Care,; Brookside:, Irish:, Phillips:,

Some accounts were set up as personal, some business, with laws changing and to ease things the Cemetery Commission needs to get all under the town's EIN and set up accordingly.

Town's money @ Community Bank-Essex and we may want to have our funds there as well. The Cemetery Commission would have CD's @ Edward Jones. However we can't co-mingle funds with the town accounts.

Greg to get in touch with Edward Jones to combine some accounts there and to work with Lynn on allocation.

For instance we could set up the accounts as follows.

(but the commission will await the final allocations by Greg Barrows and Lynn Gauthier.)

CD 1: Jim Grow Account:+ Brookside + remainder to savings.

CD 2: Perpetual Care

Perpetual Savings Account:

To CD: Alger Account + Irish + Phillips into savings

Greg will talk with Community Bank & call Edward Jones and is suggesting that we move money around to \$1,000 increments. We would aim for 2 CD's, 1 Savings , 1 Checking. The CD's at Edward Jones would mature at different times.

4) Review Guidelines/Regulations/Fees etc

Review town of Essex Rules and to insert portions into our rules.

Review our Lot fees.(Currently \$350 – INCLUDES \$100 perpetual care) **Approved for lot fees to go up to \$400 effective June 1, 2024.**

Discuss some of the policies (rules) that are in other towns (specifically Essex) to see if we want to adopt any of those policies (rules) at the next Cemetery meeting.

5) Tree Status - Brookside, Pleasant View & Cloverdale Trees

Two trees at Pleasant View Need taking down.

5 Trees at Cloverdale – Northside next to driveway. Trees are dying. Heritage + DJ + Larry's get 3 bids.

6) Spring work day ???

- Plains – Brush & Limb removal on eastern boundary area May 28th,
- Osgood Hill – brush removal & overhanging limbs, May 28th.
- Other needs

7) Restoration & Cleaning for 2024 season & review of 2023

(Plouffe's in St. Albans): The Commissioners recommending that we allocate \$2,000 from July 1, 2024 – June 30, 2025 for straightening + foundations on following cemeteries:

Cloverdale: Three stones need some straightening + a couple for foundation.

Brookside: some stones need straightening.

8) 2024 Interments scheduled

Jonathan Howard – May 16th, 2024. Plains cemetery.

Dan Tuure – Pleasant View – no dates yet.

9) Lot Sales

1 @ Pleasant View,

Osgood Hill – by fence – 2 – 3 lots left.

(Cookyard – Richardson) full

10) Other business

Next meeting on June 5th. 9:00am.

Private burial on private land on Cambridge Rd. was discussed, no action taken.

Moved to Adjourn @ 1100 hours.