

WESTFORD CEMETERY COMMISSION
SPECIAL MEETING
May 28, 2025
9:00 AM
Westford Hist. Society
10 Common Rd
(Please note: agenda is subject to change)

AGENDA

- 1) Welcome to Steve Minor, and thank you to Ron Perry for all his work over the years for the Westford Cemetery Commission.
- 2) Reviewed Minutes of October 18, 2024 Approved as printed.
- 3) Correspondence: 2 Inquiries on Stone Repair. Lynn provided the individuals with names of folks to do that repair.
- 4) Financial Overview – TD Bank, Community Bank & Edward Jones Accts. Update All TD Bank accounts have been closed and moved to Community Bank & Edward Jones Accts. The WCC is missing the \$201.96 from the J. Grow Account.

Investment Accounts with Edward Jones:

Bank of America (J. Grow Acct.)	\$4,000
First FINL BK Cincinnati NC \$.25%	\$23,000
Morgan Stanley Bk. 3.8%(brookside)	\$ 20,000
(need to find the \$201.96)	

Community Bank:

Savings Acct.:	5/21/25	11,710.89+ \$565 (lot fee) = \$12,305.89
Checking Acct.:	5/21/25:	\$1,712.15
Perpetual Care S/A:	5/21/25:	\$2,786.23

5) Review Guidelines/Regulations/Fees etc.

Holly is leaving due to re-location opportunity. Big thanks to Holly for her work.

Need to update signature cards when new administrator appointed.

Rules & Regulations changes:

Include Steve Minor on the board

Discussed change in Hours of Operation. Moved to modify dates to: "May 1 to Nov. 15 from Dawn to Dusk. Open and close dates may depending on weather conditions."

6) Tree Status – Brookside update

DJ's completed the tree removal on Jan. 15, 2025. (\$8,100) One stone damaged and DJ's will repair (1/29/25) when time is appropriate.

7) Spring work day

Small tree in Cloverdale needs to be cut up (Hobart lot)-SM. Branches at Brookside (Hazelton lot) - GR, Richardson lot - a stump, and a few seedlings – town right of way – LG & SM,

8) Restoration & Cleaning for 2025 season & review of 2024

Brookside – 4 stones (one stone that needs replacing is a Civil War monument – LG to contact V.A.)

Pleasant View – One stone – (Farnsworth)

Plains – 2 – 3 stones

Move we allocate \$5,000 for stone repair/replacement/cleaning for 2025. Cleaning to start at the southeast end and move to the Northwest end. Approved.

9) 2025 Interments – Montague – Brookside,

Fred/Elizabeth Smith – Pleasant View

James Gay – Plains

Others on the horizon -

10) Lot Sales

Osgood hill is now sold out.

Plains has limited room. (Maybe 7 – 8 lots)

11) Other business

Glenn to put together a transfer of lot note from Betty Rogers to Glenn Rogers and allocate lot assignments he owns. An example is below:

“I Transfer to xy lots of my cemetery pots at Brookside Cemetery in Westford. There plots were purchased by X Y.”

Adjourn @ 1037 Hrs.

Respectfully submitted,

Glenn Rogers – Secretary

Westford Cemetery Commission