

Town of Millbury  
Minutes of  
Cemetery Commission Meeting  
August 20<sup>th</sup>, 2018

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MILLBURY, MASS.

**ITEM ONE – CALL TO ORDER**

Gil Picard called the meeting to order at 5:06 p.m.

Present: Gil Picard, Marcia Landry, DPW Director Keith Nastasia Christine Billington and Amy Paquette-Riordan

**ITEM TWO – APPROVAL OF MINUTES**

Marcia Landry motioned to approve the June meeting minutes as submitted;

Gil Picard seconded; a unanimous vote of approval was obtained. Marcia informed Christine and Amy to email the minutes prior to the next meeting so they could be reviewed and that Gil Picard will come into the office to retrieve a copy.

**ITEM THREE– NEW BUSINESS**

The following were prepared for the Cemetery Commission's review, approval and/or signatures:

- Wendy Olson's request to change the name on her deed-Marcia stated that we are unable to change the original owner of the plot and pre-arrangements should be made and documentation should be on file- the marker should be designed now and approved for placement. All necessary steps should be done prior to a person being deceased to ensure everything was handled appropriately.  
Marcia Landry motioned to approve Licensed Burial Rights as prepared; Randy Mogren seconded; a unanimous vote of approval was obtained and Commission members signed license accordingly.
  
- Reorganization- Gil Picard made a motion to appoint Marcia Landry as Secretary-vote unanimous  
Marcia Landry made a motion to appoint Gil Picard as chairman-vote unanimous  
Marcia Landry made a motion to appoint Randy Mogren as vice chairman-Gil Picard seconded the motion-vote unanimous.

**ITEM FOUR – COMMUNICATIONS**

Nothing at this time.

**ITEM FIVE – MONUMENTS**

Re: Request from Empire Granite Co., Inc. for approval of monument design for *George Boria/Linda Swenson* - Marcia Landry motioned to approve request; Gil Picard seconded; a unanimous vote of approval was obtained.

Request from Empire Granite Co., Inc. for approval of monument design for *Patricia Watters* - Marcia Landry motioned to approve request; Gil Picard seconded; a unanimous vote of approval was obtained.

**ITEM SIX – OTHER TOPICS**

- Check on the status of the signs that were ordered for the Cemetery project
- Check the status of information from Huntley Associates.
- Calls have been made to title companies to initiate the title search for St. Brigid’s Cemetery-waiting on quotes
- Sand in the walkway at the two watering stations-Parks Dept has been notified of problem.
- Financials-the Cemetery Commission would like financial/budget statements from the Finance Director for the monthly meetings.

**ITEM SEVEN – OLD BUSINESS**

- Marcia Landry was advised upon inquiring, that Huntley Engineering still hasn’t sent an invoice for their services.
- Marcia Landry advised she will soon be attending to plantings/mulching at the Cemetery as she previously discussed.
- Randy Mogren updated the Commission regarding acquiring new path signs for Central Cemetery.

**ITEM EIGHT – FUTURE MEETING DATES**

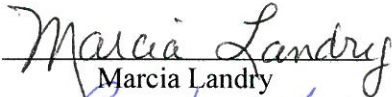
6/11/18, 7/9/18, 8/13/18

**ITEM NINE – ADJOURNMENT**

At 6:17 p.m. Marcia Landry motioned to adjourn the meeting, Randy Mogren seconded. Meeting adjourned.

Respectfully prepared by Andrea Paquette,  
submitted by DPW Director Keith Nastasia,

  
\_\_\_\_\_  
Gil Picard

  
\_\_\_\_\_  
Marcia Landry

  
\_\_\_\_\_  
Randy Mogren