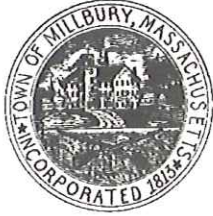


TOWN OF MILLBURY  
MEETING NOTICE/ AGENDA TOPICS



**Board/Committee/Commission:**

**Cemetery Commission**

April 9, 2012

5:00 PM

Small Conference Room

Regular Meeting

**AGENDA TOPIC**

**Date of Meeting:**  
**Time of Meeting:**  
**Meeting Location:**

1. Call to Order
2. Finance/DPW Update  
Status of Accounts – current balances, FY 12 Budget  
Invoices- if applicable
3. Communications  
Rules & Regulations
4. Other Business/ Status Updates:
5. Minutes- approve prior meeting
6. Any other topics deem necessary
7. Dates of Next Meetings
  - May 14, 2012
  - June 11, 2012
8. Adjournment

Signature of Chair Person or Clerk:           *Fran Pearson*          

This notice is in accordance with the Open Meeting Law effective July 1, 2010.

## Cemetery Commission Meeting March 12, 2012

Attendance: Fran Pearson, Gil Picard, Rob McNeil

Meeting called to order at 5:00 PM

### DPW Update:

Rob McNeil provided the following update:

### Finance:

- 75% of budget expended to date- see copy of attached breakdown for details
- Balance of supplies account will be allocated to loam and seed in preparation of Memorial Day
- No equipment repairs are expected with the exception of maintenance
- Summer help budget has a balance to support 2 employees for 5 weeks starting in May
- Cemetery clean up (removal of unregulated items) totaled \$3,500, with 50% of all graves touched due to plantings on sides of stones

### Budget:

- Rob advised the FY 13 budget was decreased at the Town Managers recommendation removing electronic records, tree removal for Dwinell Cemetery and surveying of Central Cemetery.
- Fran asked about the dumpster located at Central Cemetery and recommended removing it at a \$1,200 savings. Rob advised he would look into it to determine usage.
- Rob advised figures in current budget are not correct and will forward a corrected copy.
- Final budget will be presented to Fincom shortly

### Misc:

- Rob advised land plans have been recorded and can be removed from the agenda
- Rob advised he would send follow up letter to from Bob & Ginny Pickings in follow up to their request to expand plant area around stone from last meeting

### Stone design for Marx's lot

Rob presented the board with a copy of a stone design for the Marx's lot located in section 9. Upon review, it appeared to be half of a stone to be matched to another half later. A review of the rules and regulations to ensure the stone did not exceed the allowed height and length. Rob will call the monument company to obtain specifics.

12:00:00 PM 3/12/12

Minutes from February meeting was reviewed and accepted as written. Motion made by Gil Picard, seconded by Fran Pearson, pass unanimously.

Upcoming meeting dates:

April 9, 2012

May 14, 2012

June 11, 2012

**Adjournment**

Motion made by Fran Pearson, seconded by Gil Picard to adjourn at 5:37 p.m. Motion carried unanimously.

Respectfully submitted,

Fran Pearson, Secretary



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Gil Picard- Chairperson



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Fran Pearson- Clerk