

**Cemetery Commission Meeting  
April 17, 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:**

- 80.6% of budget expended to date- see copy of attached breakdown for details
- Seasonal applications have been coming in and workers will be brought in shortly to begin cleaning up cemetery.
- Dumpster has been removed with final prorated bill received.

**Misc:**

- Rob meet with professors from WPI to discuss a possible internship for two engineering students to research, track and establish a records system using ground-penetrating radar and the GIS system. Rob will provide additional information when available. Commission thanked him for taking the lead on this project.
- Rob advised Bob Spain recently attended a service in Shrewsbury and obtain a copy of their rules and regulations (copy attached). A lengthy review of these was held and it was agreed the Commissioners would review prior to next meeting to begin discussion on possible changes to town's current rules and regulations.
- Fran raised a question on the process needed to make changes to the current rules and regulations. Rob checked with Bob Spain who advised no public hearing or town meeting is necessary as the Commission has the right to make changes with a vote. Fran again questioned this as this subject came up before and the Commission was told a public hearing was necessary.

**Finance**

- Rob advised need to establish a definition for Perpetual Care is necessary before monies can be expanded from this account. Brian Turbitt came in at 5:42 PM to discuss current process. He advised currently monies can be drawn from the New Lot Account subject to Town Meeting and 2/3 vote. Brian advised the Commission could vote to change the percentage of sales currently set at 50 % to New Lot Account and 50% Perpetual Care and then use monies from Perpetual Care upon establishing definition of Perpetual Care. Fran questioned this as prior Brian stated that monies could not be used in the Perpetual Care account only the interest earned on this account. Fran advised she has checked the MGL, there is no definition for Perpetual Care, Brian, and Rob advised it would be up to the Commission to establish one based on its needs. Fran asked if it was possible to have Town Counsel establish this.
- Questions arose out of the need to put out a bid for the grave digging services and the liability on the town for having an outside service? A discussion arose on the possibility of the town receiving monies on the fees charged for the openings and how this money would be appropriated. Brian advised there is no need to establish a bid process but recommended that the Town obtain a Certificate of Insurance from

12 MAY 16 PM 9:00

the firm hired. This item was tabled pending review of rules and regulations for further discussion at next meeting.

- Brian left at 6:02 pm

#### **Water Line into Central Cemetery**

- A discussion on the need to replace the existing water line due to its current condition was held. It was reviewed that monies could be saved by replacing the line from the bridge to the shed affording one outlet for usage. Additionally due to the seasonal usage, Rob suggested placing a plastic line 3 feet down. A discussion is needed with St. Bridges as they would need to run it from the shed to their area. Rob will pull a copy of the current easement for review.

#### **Mail**

- Rob advised he received a request from a man currently living down the Cape asking to purchase lots in Central Cemetery. He is requesting to move his departed wife remains interned in Chicago and daughter's ashes from the Cape to a lot in Central. The man was a resident of Millbury many years ago but has not been back since childhood. A discussion was held and it was voted that due to availability of lots and the fact that the man is not a resident of town, the request was denied. Motioned by Fran/ seconded by Gil. Rob will contact the man and advise decision.

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

Upcoming meeting dates:

May 14, 2012

June 11, 2012

#### **Adjournment**

Motion made by Fran Pearson, seconded by Gil Picard to adjourn at 6:32 p.m. Motion carried unanimously.

Respectfully submitted,

Fran Pearson, Secretary



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Gil Picard- Chairperson



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Fran Pearson- Clerk