

Cemetery Meeting Minutes
October 20, 2014

RECORDED
TOWN CLERK
16 MAR 15 AM 11:42
MILLBURY, MASS.

Meeting called to order 5:05 PM.

Present: Gil Picard Randy Mogren & Marcia Landry (members)
Rob McNeil, DPW Director & Cindy Allard, secretary

Meeting Minutes: none

Budget: updated and attached

Old Business: Pave the water trench for the faucets

Rules and Regulations: The Commission further discussed updating the rules and regulations and making corrections to the fee schedule.


Electronic Records: going through updates

Monuments: Five veteran's foot-markers were delivered

Other: Looking for wetland survey contract for West St property

Future meetings were scheduled for November 10, 2014 and December 8, 2014

Meeting adjourned at 6:45 PM.



Gil Picard, Chairman



Marcia Landry, Commissioner



Randy Mogren

Town of Millbury

**Department of Public Works (FY 2015)
Cemetery Division**

Dept.	Account	Description	Budget	Expended \$	Expended %	Balance
491	5100	Personnel Services	13,320.00	0.00	0.00%	13,320.00
491	5200	Purchase of Services	22,500.00	53.10	0.24%	22,446.90
491	5400	Supplies	2,000.00	1,152.86	57.64%	847.14
491	5800	Capital Outlay	1,500.00	0.00	0.00%	1,500.00
Total Cemetery Division			39,320.00	1,205.96	3.07%	38,114.04

Department of Public Works (FY 2015)
Cemetery Division
491-5100 Personnel Services

Start Balance	13,320.00	13,320.00
Expended		
End Balance	13,320.00	13,320.00

WARRANT DATE	Description	Head Clerk OT	Seasonal Laborer	Total Budget	Balanced w/ Accounting
	Account No.	491.5112	491.5117		
	Cemetery Commission	(2) 18 weeks @\$9.25/hr			
	Clerk				

Town of Millbury

Department of Public Works (FY 2015)
 Cemetery Division
 491-5200 Purchase of Services

WARRANT DATE	Description	Electronic Records Software	Tree Removal Dwinell Cemetery	Repair Lawn Mowers & Equipment	Surveying Layout of New Graves	Total Budget	Balanced w/ Accounting
8/29/2014	aquarion			53.10		53.10	
		Account No. 491.5200	491.5200	491.5200	491.5200		
		10,000.00	6,000.00	2,000.00	4,500.00	22,500.00	
		Expended		53.10		53.10	
		End Balance		1,946.90	4,500.00	22,446.90	

Town of Milbury

**Department of Public Works (FY 2015)
Cemetery Division
491-5400 Supplies**

Start Balance	2,000.00	2,000.00
Expended	1,152.86	1,152.86
End Balance	847.14	847.14

Account No. 491.5400

WARRANT DATE	Description	Flags		Total Budget	Balanced w/ Accounting
		Loam	Grass Seed		
7/25/2014	u/line -gas cabinet		782.14	782.14	
7/25/2014	iba print shop		274.60	274.60	
8/29/2014	republic plumbing		76.18	76.18	
10/10/2014	koopman		19.94	19.94	

Department of Public Works (FY 2015)
Cemetery Division
491-5800 Capital Outlay

Start Balance 1,500.00 1,500.00
 Expended
 End Balance 1,500.00 1,500.00

Account No. 491.5800

WARRANT DATE	Description	Replace Cemetery signs	Total Budget	Balanced w/ Accounting