

**CEMETERY COMMISSION**  
**MEETING MINUTES**  
**January 6, 2015**  
**6:00 PM**  
**Conference Room B**

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**Present:** William Graham  
Maureen Sargent

**Absent:** Gail Forsberg

**Also**

**Present:** Daniel Nason, DPW Director  
Norm Corbin - Historical Society  
Debra Comeau - Historical Society

**1. Review/approve minutes from June 17, 2014 meeting**

Minutes were reviewed and unanimously approved

Motion: Approve minutes from June 17, 2014 meeting

Motion seconded - Unanimous vote to approve minutes

**2. Update from Northborough Historical Committee**

Mr. Corbin and Ms. Comeau presented several projects they have been working on regarding the Brigham Street Cemetery. This particular cemetery has been accepted as a local historic district, therefore it allows a 50/50 matching fund from the state for improvements. A massive clean-up and grave location project is in progress. 2 years ago all colonial stones were inventoried and graded as 1,2, or 3 in need of restoration/repair. They are discovering several graves that were previously not known to be at this cemetery.

Amy White is presently working to get the Howard St. cemetery on the Historic districts National Register, therefore it would be eligible for 50/50 funding if accepted. The commission works closely with CPC/CPA for funding from town to complete projects.

An example of a sign for the 2 cemeteries was presented and the next project they would like to pursue is to re-do/clean the 1800-1900 section of headstones so that they can be read clearly.

**3. Unsung Hero's plaque - Mr. Trimble request**

Mr. Trimble had submitted a request to the Cemetery Commission for an unsung heroes plaque at Veterans graves. (Info attached). Mr. Graham voiced that he appreciated the offer, however, he felt this was not appropriate for the cemetery.

Motion: Not to accept Unsung Hero's Plaque offer  
Motion seconded - Unanimous vote not to accept offer.

**4. Review Cemetery Regulations**

Mr. Nason said he would like to make a few changes to the current regulations. Several items were discussed, such as changing any reference to the Town or Superintendent to specifically state "Public Works Director", adding fines for not following current dog regulations etc. Also he would like the headstone regulations and price sheet attached directly to the Cemetery regulations as one full document.

Motion: No formal vote be taken until Ms. Forsberg was able to review and make any additional suggestions for changes to the regulations.  
Motion seconded, unanimous vote for no action to be taken at this time.

**5. Current Rates - review spreadsheet comparison**

It was suggested that the non-resident rate be revisited as several out of town lots have been sold recently, the concern being that future residents of Northborough will have no place to be buried within the Town.

Motion: No action be taken at this time until Ms. Forberg can add her comments, and thoughts.  
Motion seconded, unanimous vote for no action to be taken at this time.

***NEW BUSINESS***

**1. Gencarelli, Headstone Request**

A photo of a headstone request was presented to the Commissioners (attached), along with the proposed dimensions. This particular monument had dimensions that exceeded both width and height listed in our current headstone regulations.

Motion: Not to allow this particular monument to be placed in Kizer section as presented with current dimensions  
Vote: Unanimously passed not to allow this headstone installation.

**2. Dis-Interment Requests**

The cemetery commissioners received 3 requests for dis-interments and re-burials in the Kizer Cemetery. (Nichols, MacNeill and King)

Motion: Ratify the dis-interments as requested

Vote: Unanimous approval to ratify dis-interments.

**- Next Meeting:**

Next meeting is scheduled for: Tuesday, March 3rd, 2015 at 6:00 PM.

**Adjourn:** At 7:50 PM, the meeting was adjourned.

Respectfully submitted,

Robbie Powers, DPW Administrative Assistant