

CEMETERY COMMISSION

MEETING MINUTES

September 25, 2018

5:30 PM

Conference Room C

MEMBERS PRESENT: William Graham
Gail Forsberg

ALSO PRESENT: Scott Charpentier, DPW Director
Donald LeBlanc
Robert Luke

Meeting called to order at 5:30 PM

1. APPROVAL OF MINUTES FROM JANUARY 23, 2018 MEETING

Commissioner Graham moved to approve the minutes from January 23, 2018; Commissioner Forsberg seconded the motion. All members voted in favor.

2. NHDC CPA FUNDING REQUEST FOR INTERPRETIVE SIGNS

Mr. Charpentier gave a brief description of the request to the Commissioners. The Howard Street sign will replace the current gravestone marker map that is deteriorating and the Brigham Street sign will give some history of the burial site along with the names of the people buried there. Commissioner Graham asked if the signs were permanent and Mr. Charpentier indicated that they would be permanent and weatherproof. He also indicated that there will be an electronic backup in case a replacement sign is needed again in the future. A letter of support for the funding was drafted and distributed to the Commissioners; both were pleased with the letter and signed it.

3. UPDATE ON THE HOWARD STREET CEMETERY RESTORATION & RESETTING PROJECT

Mr. Charpentier explained the current status of the project, indicating that it was approximately fifty percent complete (about 31 stones). Commissioner Graham indicated that he noticed tarps over the work area and asked why this was the case. Mr. Charpentier noted that this was a precaution to keep the stones from becoming wet during the restoration process. He also noted that the conservator is overseeing the project and is pleased with the progress that has been made. Mr. Charpentier indicated that the project could possibly be completed by November 2018, and that any leftover funds could potentially be used to restore additional stones in the cemetery.

4. POSSIBILITY OF NICHE IN NORTHBOROUGH

Mr. Charpentier explained the concept of a Niche to the Commissioners and indicated the potential benefit of having them in Northborough. Mr. LeBlanc noted that he visited Mountain View Cemetery in Shrewsbury and discussed their Niche with the Cemetery Director there. Mr. Charpentier explained the associated costs (approximately \$31,200 for an 80 unit design, installed) plus the cost of the concrete footing. He also noted how a Niche would make excellent use of the available land as it leaves a relatively small footprint and can be placed in an area that is not usable for saleable lots. Mr. Charpentier explained that the next step would be to explore possible locations around the Kizer Cemetery. He also indicated that the Town would need to adopt Niche regulations, including the associated costs to residents for purchasing and interment.

Commissioner Forsberg thought it was a great step for the future and that it gives the Northborough residents additional burial options as well as land conservation. Commissioner Graham noted that residents could still purchase lots for cremation burials if they chose but thought it made sense to add the Niche as an additional option. Mr. Charpentier then suggested a follow-up meeting in November, allowing for time to research and present options for design to the Commission. A tentative date of Tuesday, November 13, 2018 at 5:30 pm was discussed and agreed upon.

NEXT MEETING:

The Niche follow-up meeting has been scheduled for Tuesday, November 13 2018 at 5:30 pm.

ADJOURN:

At 6:00 pm, Commissioner Graham moved to adjourn; Commissioner Forsberg seconded the motion; The vote was unanimous in favor.

Respectfully Submitted,

Robert Luke
Administrative Assistant

Documents used during meeting:

1. September 25, 2018 Agenda
2. January 23, 2018 Meeting Minutes
3. CPA funding request, letter of support
4. Mountain View Cemetery, listing of all prices from Town of Shrewsbury website

