



*Cemetery Commission  
P. O. Box 813  
One Main Street  
Upton, MA 01568*

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Meeting of 10/16/14 was called to order at 6:35 in Town Hall room G07

Members present were commissioners:                    Joseph McMahan  
   Robert Richard  
   Glenn Fowler

A motion was made by Robert Richard to appoint Joseph McMahan as Chair, seconded by Glenn Fowler and voted unanimous setting Joseph McMahan as chair of the Cemetery Commission.

A motion was made by Joseph McMahan to appoint Glenn Fowler as secretary of the Commission, seconded by Robert Richard and approved by majority.

Joseph McMahan presented several deeds to be reviewed and signed by the commission preparatory to delivery to recent grave site customers, Treasure/Collectors office and/or Registry of Deeds

Other discussion involved the several thumb drives now containing vital cemetery records as to ownership, and utilization of grave sites. Issues remain as to who actually has the most current and accurate copy, how each unit will be updated, how record keeping should proceed in the future now that there is a full panel of commissioners. No resolution has yet been reached but further discussion is planned for next meeting.

Question was raised as to what happened to commissioner's membership in Massachusetts Cemetery Association. Research to follow for resolution and possible restoration of membership.

It was mentioned an unwritten policy was established some time ago that no grave sales are allowed for non-Upton residents.

It was mentioned an unwritten policy was established some time ago that there are no burials on Sunday or Holiday's as expenses are not supported by current budget framework.

Discussion continued to evolve around revenue sources, fund accounts and fee structure with no particular outcome other than a starting point for new members to consider in the near future.

Glenn Fowler volunteered to begin a project to document policy and procedure as time allows and subject to review and approval by the commissioners.

Respectfully

Glenn Fowler, Commission Secretary