



TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING Meeting Minutes

BOARD/COMMITTEE: Cemetery Commission

MEETING DATE: 4/8/21

TIME: 10:04 AM

PLACE: DPW, 873 Massachusetts Avenue, Boxborough and South Cemetery, 420 Burroughs Road, Boxborough, MA

Members Present: Bill Sutcliffe, Jim Moss, Owen Neville

Members Absent:

Other Attendees: Ed Kukkula, DPW Director/Cemetery Superintendent; James MacRae, Veteran's Services Officer for Acton and Boxborough; Cindy Regan (Recorder)

Summary of discussion of each topic

Reviewed minutes from meeting held on 9/16/20. Jim motioned to change word from "may" to "will" under Old Business. Owen seconded. All approved minutes as amended. Cindy will put minutes on Town of Boxborough website.

- 1. Old Business** – none
- 2. North Cemetery Headstones Update** – Bill said that Paul from Cali Corp will be starting in mid-May. The headstone that fell and broke in half last year should be fixed first. Work is expected to take a couple of months.
- 3. Tree Removal** – Commission discussed how to best remove the tree at North Cemetery. Jim will contact Tree Masters.
- 4. Green Burial Updates** – Jim received a copy of Westford's green burials rules.
- 5. New Business** – Bill was contacted by Kevin Mahoney about placing flags at veteran's graves before Memorial Day. More info is needed to comprise a list of veterans who are buried at North Cemetery. Commission also discussed flag availability and who would place flags at cemetery. Owen and Bill offered to help put flags on graves 5/7 with a back-up date of 5/14. James MacRae suggested contacting the local Boy Scouts' organization and ask if they would like to help.
- 6. South Cemetery Paths and Roads Update** – A couple of residents complained to Owen about brush removal on Stow Road. Ed's department has been cleaning up leaves, downed sticks and branches.
- 7. North Cemetery Update on Bell and Flagpole Replacement** – It was determined the flagpole has enough cranks.

8. Other Business – Jim motioned to review the current cemetery rules and regulations. Owen seconded and motion carried unanimously.

Meeting moved to South Cemetery at 10:45 AM. Commission looked at brush that DPW cut back on Stow Road. Shrubs that aren't impacting headstones will be allowed to grow back. Trees that are dying were looked at and noted.

Certain personal items on graves that should not be there per cemetery rules and regulations should be removed. Bill will look into having a notice published in the Action Unlimited newsletter.

Discussed how to reuse dirt that is dug up for graves.

Meeting adjourned at 11:55 AM.