



TOWN OF BOXBOROUGH

Cemetery Commission

Boxborough, MA 01719

(978) 264-1700 • Fax: (978) 264-3127

www.boxborough-ma.gov

Meeting Date: Thursday, April 13, 2023

Meeting Time: 10:12am

Place: DEPARTMENT OF PUBLIC WORKS BUILDING, 873 Mass Ave., Boxborough, MA 01719

Members Present: Owen Neville (Chair), Bill Sutcliffe, Jim Moss (Clerk)

Members Absent: None

Others Absent: Ed Kukkula, DPW Director/Cemetery Superintendent

Other Public Attendees: None

Summary of Discussion of Each Topic

1. Review and Approval of Previous Meeting Minutes

- a. Corrections: Made and Accepted as written
- b. Approval Motion: Owen made motion
- c. 2nd: Bill Sutcliffe
- d. Passed: Unanimously

2. Communications/Public Participation

- a. Old Subject: No Public Participation
 - i. none
 - ii. none
- b. New Subjects
 - i. none

3. Vegetation or Grounds Issues

- a. Old Subjects:
 - i. DPW is continuing to make great progress cleaning up South Cemetery
 - ii. New flat Marker has been placed at the corner of lot (Section 3-123B4) and extends into the roadway.
 1. Marker has not been removed from road. Will contact Superintendent.
 - iii. Pruning of flowering plantings will commence after flowering.

b. New Subjects:

i. General

1. A walk through of both cemeteries was held at today's meeting

ii. South Cemetery:

1. Trees to be removed/pruned:

- a. Large Maple next to Vault (DONE)
- b. Another large Maple tree in same area
- c. Other trees/shrubs pruned as necessary

2. Section 3 of South Cemetery

- a. A visit and continued discussion about radiused corners causing smaller lots and difficulty placing flat markers.

3. Cemetery Roads: More discussion of Pre-emergence treatment: no decision was made.

4. Clean-up along Flerra Meadows side of cemetery progressing nicely.

5. Owen noted that a headstone near Stow Rd. had been broken off near the base and needed repair (Paul). Owen will check on available funds for this.

iii. North Cemetery

1. Had an on-site visit and discussed several issues:

- a. Using Round-up on trees/shrubs/bushes that are growing on top of vaults to prevent damage to the underlying vaults
- b. Using Round-up on small trees growing in stonewalls
- c. Apply Grass Seed over areas of vaults and other areas in need.
- d. Re-installation of white marker at North-West corner of Cemetery that was removed for safe keeping while large Ash tree was removed.
- e. Made note that there were several other headstones/markers that needed to be re-installed.

2. The whole cemetery needs to be cleaned of sticks, leaves, and other debris.

3. There is a leaner tree next to the East front wall that needs to be removed along with several smaller trees.

4. There are several trees growing near or in the North Wall that need to be removed. The abutters will be contacted.

5. There are several trees with low hanging branches that need to have them removed.

6. There are several trees that need pruning.

7. There is a section between two vaults facing west that is allowing erosion between the two. Jim suggested building a stone wall between the two vaults in keeping with the stone walls between the other vaults and backfilling to prevent the constant erosion.

8. Remove bush on right side of vault stairway.

4. Veterans Flags (Veterans Day, Monday, May 29th)

a. Old Subjects: no further action at this point

- i. Bill knows someone who is willing to help set out and retrieve flags.

ii. Kevin Mahoney, Dougie Shad (Chad) are his suggestions

b. New Subjects

- i. Flags to be set: May 19th at 10am. We will need printed lists of Veterans in various sorts.
- ii. Jim will investigate the possibility of having flag holders cast at a local foundry including costs and delivery.

iii.

5. Rules and Regulations

a. Old Subjects

- i. Postponed Continuing to Review Rules and Regulations until next meeting
- ii. Approved Section 5
- iii. Starting to work on Section 6

b. New Subjects

- i. None noted

6. **Next Meeting Date: Thursday, May 18th** @ 10:00am at the DPW Building

7. **Meeting was Ajourned at:** 11:45am

8. **No Reference Materials used**