



## TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

**BOARD/COMMITTEE:** CEMETERY COMMISSION

**MEETING DATE:** THURSDAY, July 21, 2022

**TIME:** 10:00 AM

**PLACE:** DEPARTMENT OF PUBLIC WORKS BUILDING, 873 Mass Avenue, Boxborough, MA 01719

**MEMBERS PRESENT:** Bill Sutcliffe, Jim Moss, Owen Neville

**MEMBERS ABSENT:**

**OTHER ATTENDEES:** Ed Kukkula, DPW Director/Cemetery Superintendent; Cindy Regan (Recorder)

### **Summary of discussion of each topic**

- 1. Review and approve minutes** – Bill made the motion to accept May minutes. All in favor. Jim motioned to accept June minutes. All in favor.
- 2. Cemetery Plans and Lists** – Owen spoke with Becky Harris, Town Clerk, about cemetery plans and lists. They should eventually be available on the Cemetery Commission's web page via a link. The lists include veterans' list.
- 3. Dead tree in North Cemetery and any other tree, bush, or vegetation issues** – Bill will follow up with Tree Masters again about a quote to remove dead tree at North Cemetery. Commission then discussed the weeds in the driveway in South Cemetery, along with vegetation/weed issues along the stone walls and other locations within the cemetery. This vegetation should be cut back. A discussion ensued regarding the commission's responsibilities concerning monument preservation and protection.
- 4. Concerns of the Commissioners/Superintendents** – None raised.
- 5. Set meeting dates through December** – All agreed on Thursday 8/18, Thursday 9/22, Thursday 10/20, Thursday 11/17 and Thursday 12/15. Cindy will look into updating Cemetery Commission's webpage to remove info that states meetings are held the first Thursday of the month.

- 6. Continue review of rules/regulations/policies** – The Commission continued the discussion.

Meeting adjourned at 11:23 AM. Next meeting is scheduled for 8/18/22 at 10:00 AM.