



TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

BOARD/COMMITTEE: CEMETERY COMMISSION

MEETING DATE: THURSDAY, September 22, 2022

TIME: 10:00 AM

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

MEMBERS PRESENT: Owen Neville, Jim Moss, Bill Sutcliffe

MEMBERS ABSENT:

OTHER ATTENDEES: Cindy Regan, Recorder

Summary of discussion of each topic: Meeting was called to order at 10:05 AM

1. **Review and approve August minutes** – After discussing, Jim motioned to accept the minutes as amended. Owen seconded and motion passed unanimously.
2. **A. Tree removal in North Cemetery** – Tree Masters removed the tree. Bill received the bill and gave it to Linda Collins. Linda will process it for payment.
B. Other vegetation or grounds issues – Owen noticed a granite post in North Cemetery is broken. Remnants need to be dug up and epoxied to piece. Some trees and shrubs should be removed or trimmed in North Cemetery and possibly South Cemetery. Also discussed stumps that have new growth on them in South Cemetery. Will revisit this topic next month. A large wooden flower in South Cemetery should be removed.
C. Signage – Commission discussed creating signs at South Cemetery entrances indicating times open and what is or isn't allowed on gravesites. **Action item:** Owen will meet with Linda to create laminated signage.
3. **A. CPA application** – New forms are out. Owen will make sure the application gets submitted.
B. Projects – Paul from Cali Corp. stopped by and committed to vault repair this Fall.
4. **Continue review of rules/regulations/policies** – Topic will be revisited at next meeting.

Meeting adjourned at 11:35 AM. Next meeting is on Thursday, 10/13 at 10 AM.